Poowong Consolidated School

“Learning to Care, Caring to Learn”

Principal: Cate McKenzie
Business Manager: Lynne Schwennesen
Address: Main Street, Poowong, 3988
Phone: 5659 2356
Email: poowong.cs@edumail.vic.gov.au
Website: www.poowongcs.vic.edu.au
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Dear Parents,

It is my pleasure to welcome you to Poowong Consolidated School. As a school, we pride ourselves on building a culture of excellence across all areas. In particular, our teaching and learning programs provide all students with a range of opportunities and experiences for each child to learn to the fullest of their potential, catering for distinct learning styles and needs.

Education is a three-way partnership between the child, the school and the parents; all of whom are supported by the community. It does however, take some organising! The aim of this booklet is to provide you with the information you need to know about the organisation and routines of our school to make of the most of your child’s learning here at Poowong Consolidated School. We certainly trust that it is a happy and productive experience. Please read the information in this booklet carefully, so even if it is not your first child at Poowong, you can familiarise yourself with any changes.

I encourage you to visit our website and become familiar with our policies. We welcome your involvement and participation in our great school and look forward to working with you and your student as we strive toward an academically successful 2017 school year.

If you have any questions at all please do not hesitate to ask.

Cate McKenzie
Principal
INTRODUCTION

This booklet has been produced by your School Council, Principal and Staff to help you get to know and understand your school. It is issued to all families who have children at the school. We hope this booklet will prove of value to you. Your comments or suggestions will be most welcome.

OUR SCHOOL COMMUNITY VISION

At Poowong Consolidated School we aim to be a leading learning community in South Gippsland, delivering outstanding education to the children of Poowong and surrounds. We empower students to acquire, demonstrate, articulate and value knowledge and skills that will support them, as life-long learners, to participate in and contribute to the local community, as well as the global world, and practice the core values of the school: Striving for Personal Best, Excellence in Learning, Respect, Independence, Resilience and Community.

At Poowong Consolidated School, we seek to enable all learners through the provision of:-

• differentiated, in-depth, structured and cohesive learning programs aligned to year level content and achievement standards informed by the Australian Curriculum

• highly effective teachers, focused on improving student outcomes, through their commitment to ongoing professional development, quality teaching, evidence-based practices, coaching and mentoring and collaboration

• whole school agreed pedagogical practices that focus on a consistency of approach

• a quality inclusive learning environment that is responsive to student voice

• opportunities for community and parents to participate in learning and decision making partnerships.

• producing flexible, creative, innovative individuals who strive to maximise their potential and become contributing members of the wider community.
OUR CORE VALUES

PERSONAL BEST: At PCS we encourage all students to try to achieve their personal best in all they attempt. We do this by: Trying to set our own personal goals and monitor our progress and growth. We try not to compare ourselves with others, trying to make leaps and bounds from our own starting point.

EXCELLENCE IN LEARNING: We encourage students to show pride and strive for excellence in their learning and development of new skills. We do this by: Encouraging students to focus on their learning, utilizing the learning intention and success criteria to monitor their progress and by articulating their learning to others.

RESPECT: At Poowong Consolidated School we respect one another, the school, teachers and our belongings. We do this by: Positive body language and eye contact, listening, promoting a calm atmosphere and valuing others. This helps us to feel important, equal, safe and to know we belong.

INDEPENDENCE: At our school we encourage children to be independent thinkers and learners. We do this by: Encouraging children to have a variety of opinions, set learning goals, articulate their ideas, take responsibility for their own belongings, both in the classroom and in the yard.

RESILIENCE: At PCS we want all of our children to develop resilience: the ability to steer through challenges, disagreements, feedback and disappointments and find a way to bounce back and thrive at school. We do this by: Providing opportunities for students to develop caring relationships, have positive role models through our Buddy Program, effectively utilise a Restorative Practices approach to solving conflict, encourage students to build inner strength characteristics such as thinking skills, confidence, positive outlooks, self-control, responsibility and participation.

SENSE OF COMMUNITY: At our school we value our community and our place in it. We do this by using teamwork, interacting, being friendly and accepting of others. This enables us to listen to all opinions and have a united voice. Everyone is active in making decisions which helps us to belong, have a sense of pride and be willing to have a go.

Other Significant Factors
The school offers the following Key Learning Areas: English, Maths, Science, ICT, Chinese, Technology, Health and P.E and the Arts, in a developmental sequence. The curriculum is enhanced by providing the following programs – Peer Mediation, Bike Education, Library, Swimming, Sport and Student Leadership programs. A high level of parent participation in all programs helps to enhance learning outcomes and reinforce community involvement.
**STAFFING in 2017**

<table>
<thead>
<tr>
<th>Grade/Department</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>Cate McKenzie</td>
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<tr>
<td>Business Manager</td>
<td>Lynne Schwennesen</td>
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<tr>
<td>Administration/HR</td>
<td>Chloe Corry</td>
</tr>
<tr>
<td>Prep</td>
<td>Jennifer Hallyburton</td>
</tr>
<tr>
<td>Grade 1</td>
<td>Katie Jones</td>
</tr>
<tr>
<td>Grade 2</td>
<td>Michelle Lakanaria</td>
</tr>
<tr>
<td>Grade 3 &amp; Music</td>
<td>Jason Horton</td>
</tr>
<tr>
<td>Grade 4</td>
<td>Katrina Pears</td>
</tr>
<tr>
<td>Grade 5</td>
<td>Jim Leicester</td>
</tr>
<tr>
<td>Grade 6</td>
<td>Kalina Brew</td>
</tr>
<tr>
<td>Art</td>
<td>Tracey Mandemaker &amp; Classroom Teacher</td>
</tr>
<tr>
<td>P.E</td>
<td>Belynda Drew</td>
</tr>
<tr>
<td>Intervention</td>
<td>Merrin Leicester</td>
</tr>
<tr>
<td>Integration</td>
<td>Tracey Mandemaker</td>
</tr>
<tr>
<td></td>
<td>Georgia Milburn</td>
</tr>
<tr>
<td></td>
<td>Kate Holder</td>
</tr>
</tbody>
</table>

**TERM DATES 2017**

Term One: 30 January (school teachers start) to 31 March *

Term Two: 18 April to 30 June

Term Three: 17 July to 22 September

Term Four: 9 October to 22 December

**SUNSMART POLICY**

"No hats – no play" is the SunSmart Policy. School Green broad brimmed hats, bucket hats or legionnaire hats must be worn outside at all times during Terms 1 and 4. Sunscreen should be applied. Children without appropriate hats must remain under our shed veranda at recess and lunchtime. This Sunsmart Policy also applies to Physical Education, Sport and other outdoor activities.

![SunSmart Logo](image-url)
SCHOOL SCHEDULE

8:45am  Arrival of students (Supervision commences)
9.00 - 11.00am  Learning session
11.00 – 11.20 am  Recess
11.20 - 12.20 pm  Learning Session
12.20 – 12.30  Lunch (Inside eating)
12.30 – 1.10 pm  Lunch break – play
1.10- 2.10 pm  Learning Session
2.10 – 2.30 pm  Recess
2.30 – 3.30 pm  Learning Session
3.25pm  Bus travellers are called to the undercover area
3.30pm  End of day dismissal

LATE ARRIVAL/ EARLY DISMISSAL

Please help your child to arrive at school on time (8.45 am). Lateness is upsetting for the child, for the teacher and the whole class, and valuable learning time is lost. If your child is late to school or has an appointment and needs to leave early parents are required to sign the child in and out at the office. This is to ensure the safety of every child. Staff continue supervision and mark bus rolls until 3.40pm. If you are running late, please contact the office.

ABSENCES

If your child is away for any reason we ask that you call the office on this day, or alternatively, send an absence note to the office upon arriving back at school. If the absence is prolonged the school must be notified as soon as possible. If any child is absent for two or more days without notification, the Principal or Office Staff will contact the parents. In this way the child's whereabouts are known as a safety factor and compliance with the laws regarding attendance is assured. Long term or regular unexplained absences can be referred to the Department of Human Services.

IT’S NOT OKAY TO BE AWAY!
IT’S NOT OKAY TO BE LATE!

IF YOUR CHILD BECOMES ILL AT SCHOOL…

If your child is ill at school, he or she is usually cared for in the sick bay and kept under observation. In the cases where the child appears to be seriously ill, parents are contacted to collect their child. For all head injuries, no matter how minor, you will receive a phone call from the school. It is the policy of the school not to give children unauthorized medication. If any child is under medication parents must hand the medication into the office and fill in the medication form.
OUR SCHOOL COUNCIL 2016

President
Andrew Holman
5657 2206
Vice President
Geoff Warriner
5659 9132
Secretary
Karyn Hill
5659 2309
Treasurer
Leanne Lancey
5659 9266
Brad McIntosh
5659 7244
Mel Wallace
5627 5668
Kelli Olsen
5659 7228
Michael Kendall
5659 0203
D.E.E.C.D. Reps
Jason Horton
5659 2356 (school)
Michelle Lacanaria
5659 2356 (school)
Tracey Mandemaker
5659 2356 (school)
Principal
Cate McKenzie
5659 2356 (school)

The Council is elected to assist in the organisation and administration of the day to day affairs of the school. The Council is composed of 9 parent members and 4 D.E.E.C.D. members. If parents have any matter they wish to put to the Council or are seeking information, they should contact any School Council member.

A School Council’s role is to:
- work with the Principal and staff in shaping the educational policies of the school.
- see that the buildings and grounds are kept in a good state of repair.
- suggest improvements/extensions to buildings and grounds.
- provide for cleaning and sanitation.
- oversee our annual financial budget of proposed expenditure.
- oversee financial accounts and receipts.
- conduct a public meeting each year.
- have all its records at the school.
- be the employer of any employees at the school for casual replacement staff.
- stimulate interest in the school.

School Council meetings are held on the first Wednesday every month during school terms at 7.00 pm.

OUR SCHOOL POLICIES

To ensure that parents are fully aware of the policies and procedures in place for our school, many of our student, parent, parent and safety policies are now available via the school website. We also have a folder of all School Policies at the school office, which are available in print by request. The Student and Parent Code of Conduct policies are provided for you in your enrolment pack.
SCHOOL CLOSURE / CURRICULUM DAYS

Each year the school may be closed on some school days. At present, schools are permitted only 4 days per year - one of these days is a state wide day (the first official day of the school year- only teachers attend on this day) and the other is for the school to choose for the purpose of:

- Staff Professional Development
- Curriculum Development and Review Report Preparation
- Planning

The program of school closure days is approved by School Council and is announced in the newsletter.

SCHOOL NEWSLETTER

Each week on Thursday a newsletter is published for the information of parents and community members. The newsletter is available for any community notices. It would be appreciated if such notices were handed in at the office by 9.30 am on Thursday morning. The newsletter is emailed to families, so please provide us with your email address. Please take the time to read our weekly newsletter as it is an important way of sharing information.

RESOLVING ISSUES

Parents who wish to discuss matters with your child’s teacher or the Principal are most welcome to do so. Often problems can be quickly overcome by bringing them out in the open. If you have any concerns about your child or our school please don't hesitate to come and discuss this with us. Ideally we encourage you to make an after school appointment time so as not to disrupt class time. It is very difficult to address a problem if we have not been made aware of it, so even if you think it is only a minor issue please let us know before it develops into something larger.

SCHOOL ASSEMBLY

School Assembly is run on a Monday at 9am. On Mondays, the assembly focuses on the National Anthem, birthday announcements, class presentations and a celebration and share time of achievements. During this time, we award our Student of the Week Awards. Assemblies are presented under the direction of the Student Leadership Team. Parents are most welcome and encouraged to attend. Special Assemblies are held at other times to celebrate Special Weeks/Events, such as Book Week and important ceremonies such as Anzac Day.

PHOTOGRAPHS

We celebrate the efforts of our students by mentioning their participation in school events and their achievements in our school newsletter. Photographs of the students are often included. We also use photographs of students in our school publications, along with examples of their work. Photographs of students are on our school network. This site is protected and can only be accessed by school students and staff. We invite local press to many school events and they are expected to comply with school policy requirements on the publication of photographs of students. At present we only use first name and year of the student with the exception of presentation of badges to our student Leadership Team. Parents can give permission to use full names and student photos on public documents and on our website. On enrolment, parents are asked to sign a form to give permission for their children’s photographs to be used in this manner.
SCHOOL BANKING

The Bendigo Bank, based in Lang Lang provides our students with an opportunity for School Banking. Banking kits to set up accounts for your children are included in the enrolment pack, or can be collected from the front office at any time. Bank day is every Wednesday at 9am. **Bank books and money are to be given to the office staff each Tuesday afternoon.**

ENROLMENT FORMS

On enrolment, parents supply us with confidential information about their child on our CONFIDENTIAL STUDENT ENROLMENT FORM. A copy of your child’s Birth Certificate and Immunisation Certificate are a legal requirement which must be handed in with your child’s enrolment forms.

Parents should notify the school of any change of address, phone number or any other relevant information. **The safety of your child can depend on this information being accurate in case of an emergency, so please keep it up to date.**

PARENT PAYMENTS

Details regarding book packs, expected excursion, camp and other voluntary payments will be provided to families late in Term 4 each year. This helps for parents to plan in advance for costs during the year. These payments are divided into the following categories: Essential Items, Optional Items and Voluntary Contributions. These will be itemised on the letter regarding payments for the year ahead. For new preps, these letters will be posted prior to the end of the school year.

MONEY

Any money that needs to be sent to school for Book Club, Sport, Excursions, Camps etc. should be placed in an envelope (sealed tightly at the edges so that coins do not fall out) with child’s name, class name and for what reason the money has been sent ie. Book Club/Camp/Sport etc. These can be placed in the letterbox in front of the school office.

Cheques are to be made payable to Poowong Consolidated School. Alternatively, parents can make any necessary direct deposit payments to the school. School Bank details are as follows:

Poowong Consolidated School Council Official Account.
**BSB: 633 000**
**Account Number:** 141245850
Bendigo Bank

**Please ensure relevant reference is left for each payment, e.g. ‘J.Smith - Camp Payment.’**
SCHOOL UNIFORM

School uniform is compulsory and we ask all parents to dress children in this uniform.

- Navy and Apple Green polo (available from Beleza)
- Navy and Apple Green Bomber Jacket or Jumper (available from Beleza)
- Navy shorts/track pants/shorts
- Navy pinafore or Navy and Apple Green tartan summer dress (available from Beleza)
- Black school shoes or black runners
- Navy sunsmart broadbrimmed hat
- Navy school bags are recommended

Please confine jewellery to watches, ear studs or sleepers if children have pierced ears.

During the warmer weather children are required to wear a hat outdoors in term 1 and 4. School uniform policy requires a Navy broad brimmed hat.

Clearly label your child’s clothes and other property. A lost property box is located at the school, near the office.

All uniform items are available for purchase from Beleza, either online or at their Warragul or Pakenham stores. In 2017, students will be able to wear either the new uniform, or the old bottle green and yellow uniform during our transition year.

SCHOOL LUNCHES

During the year, lunches are provided at a reasonable cost through our school canteen. These lunches are prepared each Monday by members of our parent community (duty rosters, involving as many parents as possible, are drawn up to help prepare these lunches). Volunteers are always needed!

It is hoped that parents support this activity by allowing their children to buy their lunch at school.

SCHOOL CANTEEN - MONDAY
POOWONG TAKEAWAY - FRIDAY

Procedure: Parents are asked to write their child’s name, grade and lunch order on a paper bag or in the pre-purchased lunch wallets available from the school. The correct money is to be wrapped in gladwrap (health requirement) and placed inside the order bag. This is placed in the lunch order tub in the classroom.

It is school policy that children do not bring lollies or soft drink to school.

BOOK CLUB

The aim of book club is to encourage the enjoyment of reading amongst children and young people, through books that appeal to their interests at each stage of their development. Scholastic Book Clubs operate exclusively through the schools. There is no membership fee and absolutely no obligation whatsoever, either on the school or on individual members to make a purchase. Clubs’ order forms are sent out each term and give a descriptive preview of each book.

Forms should be returned to school by the given date with the exact amount of money in a sealed envelope with the child’s name and grade on it.
SCHOOL LIBRARY

Each grade in the school has a library session each week. Library lessons include appreciation of all areas of literature and learning library skills eg. how to use the computer catalogue, dictionaries, encyclopedias and indexes. It is hoped that by the time the children complete grade 6, they are totally independent in library use.

All children are encouraged to use the library, and Preps are encouraged to borrow as soon as they have settled into the school routine. It is hoped that parents share with children the books they have borrowed and encourage them to take care of these books. Each Prep child will be given a library bag to be used when borrowing. We would like all parents to encourage their children to use these bags or to provide a plastic bag to protect our books.

BRINGING PERSONAL ITEMS TO SCHOOL

From time to time, teachers ask children to bring along articles or equipment to school. We hope parents support this and show interest towards their child’s education. We realise that sometimes it may not be possible to supply things, but please encourage your child to participate by helping out as often as possible.

If children bring along personal items to school, it is expected that these would be named and that the student would take responsibility of these should they be taken outside to play. If valuable items are brought to school for Show and Tell, these should be left inside with the teacher to ensure their safety.

TECHNOLOGY

Our school has a fully integrated network of computers for use by children. Each classroom has an interactive whiteboard. We have desktop computers, laptops, netbooks and tablet devices available for learning. Our School is currently being accredited as an eSmart school, which is a nationally accredited program for ‘safe use’ of technology. Computers are used in each classroom and all are connected to the internet. In our Grade 5 and 6 classrooms, children are supplied with 1:1 Microsoft Surface tablets for their use at school.

PARENT HELP IN THE CLASSROOM

If you would like to help out at school, staff will certainly value your support. In the library, books are in continual need of repair and new books have to be covered. Many parents love to become involved in classroom programs: listening to children read, taking small activity groups, or helping with sports programs. We also encourage our families to help us take care of our vegetable and flower garden beds and to support us in our working bees. Even if you can’t help regularly, we can certainly put you to work if you do have a spare hour here or there!
USE OF THE SCHOOL BUILDINGS & FACILITIES

The school is available for use by community groups or organizations, who have their own public liability insurance, at a small charge. Rooms and / or grounds must be returned to their original state and left tidy and clean. If any group wishes to use the school for any reason please contact the office. Approval for the use of school property will then be sought from the School Council and an appropriate agreement signed by the organization concerned. There will be an undertaking to pay for the cost of any damage that may be done to our school.

CHILDREN USING BUSES

When children begin school, it is the responsibility of the parents to organise bus travel with the school. The annual bus route is determined by Departmental regulations. Any problems relating to bus travel will be dealt with following discussion with the Principal and the appropriate bus driver.

At the end of the day if a child misses the bus the parents will be notified to arrange a pick up – normally at the Office/Reception. If for any reason a child’s parent/guardian is not at the bus stop to collect their child from the bus, the child will be taken back to the bus driver’s depot where alternative pick-up arrangements will be made. Parents will be advised of this situation with a phone call. The bus system is organised for the convenience of children and parents. Bus travel should be a happy and safe experience for all, from the youngest child to the driver. All children travelling on buses are expected to behave according to the standards set by the school and the bus drivers. For reasons of safety and courtesy, it is important that children behave well at all times. To make this so, it is necessary that everyone behaves with care, cooperation and thoughtfulness.

Bus travellers will be called to line up in the under cover area outside the office at 3.20pm each day. This ensures that we can conduct a roll-call and we are assured of who is on the bus. If your child is a regular bus traveller and is not catching the bus one afternoon, a call should be made to the school office prior to 3pm to ensure that the bus lists are updated prior to roll call.

Parents wishing to have their child catch the school bus, who live outside the allocated area and who pass by another school to come to our school, may be asked to pay an annual fee of $480 or $120 per term to use the school bus. This is determined by the Department of Education, not the school.

**Bus travellers are asked to be at their bus pick-up zone 5 minutes prior to their pick-up time.**

The bus owners are:

G. L. Cecil and Sons 5659 2217 - Mt. Lyall Run
Mobile No. 0409 225 050

Westernport Bus Lines  5997 2211- Strzelecki Run
Mobile No. 0428 863 502
ART

Poowong Consolidated School is fortunate to have a large, well-equipped Art Room. Art plays an important part in children’s development as they learn appropriate skills, discover and invent with materials and make decisions in a practical way. Students are taught drawing and mask making, painting, construction, collage, modelling, printing, threads and textiles and art appreciation.

MUSIC AND PERFORMING ARTS

We have developed an extensive sequential Proforming Arts from Year Prep to 6. The program involves biannual production/proformance. Children are able to gain an understanding of the role that music plays in our society and in other cultures of the world.

BIKES AND BIKE ED PROGRAM

Students in grades 3-6 take part in a series of practical sessions related to bike riding skills and theory. The program aims to improve the children’s understanding of bike mechanics, their riding skills, and an appreciation of bikes, traffic safety and its regulations. In addition, bike riding is promoted as a healthy pastime and a Bike Hike is included in the program. At this age level, children are beginning to develop peripheral vision – the ability to see the extremes of their fields of vision - and are only now becoming aware of other traffic approaching them from the side or behind. For this safety reason, children are discouraged from riding bikes to school until the age of 9 years. It is the responsibility of parents to make sure that their child’s bike is ROADWORTHY and that the rider wears a safety approved helmet at all times. Bikes are locked in the shelter shed each night during this program.

PHYSICAL EDUCATION AND HEALTH

Students from Years Prep – 6 participate in a comprehensive physical education program which includes dance, fundamental motor skills, PMP (Perceptual Motor Program), ball handling skills, games, athletics, fitness, water safety and swimming. Appropriate dress should be worn each day to allow your child’s full participation in the program. For the safety of all students we require the wearing of suitable footwear for various activities.

HOUSE COMPETITION

Upon enrolment, each child is placed in a House. There is friendly rivalry to be the winning house in various competition. Year 6 students apply for positions as House Captains and are selected following an interview process. It is their responsibility to co-ordinate the House’s efforts and team members. Our aim is to encourage co-operation and team spirit. A t-shirt in house colours is required for Athletic Sports.

SWIMMING AND WATER AWARENESS

An intensive swimming and water awareness program is held each year at the local outdoor swimming pool for students in Years Prep -6, commencing Term 1, weather permitting. Students in grade 3-6 have the opportunity to compete in the House Swimming Sports and Interschool Swimming Sports held in Term 1.
SCHOOL CAMPING PROGRAM

A camping program runs for all classes following the developmental sequence listed below.

- Year Prep  Teddy Bears Picnic and Teddy Bear Sleepover
- Year 1    Activity evening in conjunction with the Grade 2 Sleepover
- Year 2    Sleepover at school
- Year 3/4  2 night, 3 days – alternating years & venues
- Year 5/6  3 to 4 nights – alternating years & venues

The program concentrates on environmental awareness, outdoor education, civics and citizenship, safety and social interaction. It is an integral part of the school curriculum.

EXCURSIONS

Experiences outside of the school are a valuable way of supporting the curriculum at school. Children attend excursions in support of the curriculum according to the policy of the school council. For all excursions (other than local excursions- see below) children will require a permission form to be signed by their parent and the appropriate payment to be sent to school a set number of days before the excursion is scheduled. In the case of local excursions where students are walking to and from local destinations one generic excursion form is signed at the beginning of the year to cover that year. Parents will still be notified of these local excursions with a note.

LOST PROPERTY

Children often misplace things and think they have been lost or stolen. Many of these items end up in lost property, all of which is kept in a basket near the Office. If your child has lost something they should go to the Office to look through the lost property. Please don’t go looking amongst other children’s belongings. Encourage your children to be responsible for their own belongings.

ALL CLOTHING IS TO BE CLEARLY NAMED - these items are usually returned to the rightful owner as soon as possible.

HEAD LICE

Whilst head lice are not a disease, they are highly contagious. Lotion is available from the Chemist. Children with active head lice are not permitted at school. Parents are advised to keep their child(ren) home while treating them and they should only return when their hair is clear. We ask parents to inform the school if your child has head lice. Confidentiality is assured. On occasions a school wide inspection will take place in an effort to help reduce the incidence of those annoying outbreaks.

IMMUNISATION

Upon enrolment, pupils must have an immunisation certificate from the Australian Childhood Immunisation Register. If no certificate is provided, whenever Mumps, Measles, Poliomyelitis or Diphtheria is detected at the school, unimmunised children would need be excluded. If you have not automatically received a certificate in the mail please call ACIR on 1800 653 809.
SCHOOL NURSING PROGRAM
This is a free service available to Prep children. Other children can be referred by parents or teachers. A School Nurse tests the children for vision and hearing problems. The School Nurse Program is available for all Prep students. A pack will be sent home to be filled in early in the 2017 school year. Please find a pamphlet of information in this Prep Enrolment Pack.
### MINIMUM PERIOD OF EXCLUSION FROM SCHOOLS AND CHILDREN'S SERVICES CENTRES FOR INFECTIOUS DISEASES CASES AND CONTACTS

In this Schedule "medical certificate" means a certificate of a registered medical practitioner.

<table>
<thead>
<tr>
<th>Conditions</th>
<th>2. Exclusion of cases</th>
<th>3. Exclusion of contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amoebiasis (Entamoeba histolytica)</td>
<td>Exclude until diarrhoea has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Campylobacter</td>
<td>Exclude until diarrhoea has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Chicken pox</td>
<td>Exclude until fully recovered or for at least 5 days after the eruption first appears. Note that some remaining scabs are not a reason for continued exclusion</td>
<td>Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until discharge from eyes has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Cytomegalovirus Infection</td>
<td>Exclusion not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Diarrhoea</td>
<td>Exclude until diarrhoea has ceased or until medical certificate of recovery is produced.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Diphtheria</td>
<td>Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later.</td>
<td>Exclude family/household contacts until cleared to return by the Secretary</td>
</tr>
<tr>
<td>Glandular fever (mononucleosis)</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hand, Foot and Mouth disease</td>
<td>Until all blisters have dried.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Haemophilus type b (Hib)</td>
<td>Exclude until medical certificate of recovery is received.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td>Exclude until a medical certificate of recovery is received, but not before 7 days after the onset of jaundice or illness.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hepatitis B</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Condition</td>
<td>Exclusion Rule</td>
<td>Not excluded</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>----------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Hepatitis C</td>
<td>Exclusion is not necessary</td>
<td></td>
</tr>
<tr>
<td>Herpes (&quot;cold sores&quot;)</td>
<td>Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible.</td>
<td></td>
</tr>
<tr>
<td>Hookworm</td>
<td>Exclusion is not necessary</td>
<td></td>
</tr>
<tr>
<td>Human immunodeficiency virus infection (HIV/AIDS virus)</td>
<td>Exclusion is not necessary unless the child has a secondary infection.</td>
<td></td>
</tr>
<tr>
<td>Impetigo</td>
<td>Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.</td>
<td></td>
</tr>
<tr>
<td>Influenza and influenza like illnesses</td>
<td>Exclude until well</td>
<td></td>
</tr>
<tr>
<td>Leprosy</td>
<td>Exclude until approval to return has been given by the Secretary.</td>
<td></td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least 4 days after onset of rash Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school.</td>
<td></td>
</tr>
<tr>
<td>Meningitis (bacteria)</td>
<td>Exclude until well</td>
<td></td>
</tr>
<tr>
<td>Meningococcal infection</td>
<td>Exclude until adequate carrier eradication therapy has been completed.</td>
<td></td>
</tr>
<tr>
<td>Molluscum contagiosum</td>
<td>Exclusion not necessary</td>
<td></td>
</tr>
<tr>
<td>Mumps</td>
<td>Exclude for 9 days or until swelling goes down (whichever is sooner)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disease Description</td>
<td>Exclusion Details</td>
<td>Exclusion Required</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>Parvovirus (erythema infectiousum fifth disease)</td>
<td>Exclusion not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Poliomyelitis</td>
<td>Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Ringworm, scabies, pediculosis (head lice)</td>
<td>Re-admit the day after appropriate treatment has commenced.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Rubella (German measles)</td>
<td>Exclude until fully recovered or for at least four days after the onset of rash.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Salmonella, Shigella</td>
<td>Exclude until diarrhoea ceases.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Severe Acute Respiratory Syndrome (SARS)</td>
<td>Exclude until medical certificate of recovery is produced</td>
<td>Not excluded unless considered necessary by the Secretary</td>
</tr>
<tr>
<td>Streptococcal infection (including scarlet fever)</td>
<td>Exclude until the child has received antibiotic treatment for at least 24 hours and the child feels well.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Trachoma</td>
<td>Re-admit the day after appropriate treatment has commenced.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Tuberculosis</td>
<td>Exclude until receipt of a medical certificate from the treating physician stating that the child is not considered to be infectious.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Typhoid fever (including paratyphoid fever)</td>
<td>Exclude until approval to return has been given by the Secretary</td>
<td>Not excluded unless considered necessary by the Secretary</td>
</tr>
<tr>
<td>Verotoxin producing Escherichia coli (VTEC)</td>
<td>Exclude if required by the Secretary and only for the period specified by the Secretary.</td>
<td>Not excluded</td>
</tr>
</tbody>
</table>
Whooping cough: Exclude the child for 5 days after starting antibiotic treatment.

Exclude unimmunised household contacts aged less than 7 years and close child care contacts for 14 days after the last exposure to infection or until they have taken 5 days of a 10 day course of antibiotics.

USEFUL INFORMATION

We trust that the information provided in this book is useful to you. If you have any suggestions for improvement or for additional information please contact the Office. We hope that you enjoy your association with Poowong Consolidated School.