

# NEWSLETTER

**Friday 2 February 2024**  
**TERM 1 WEEK 1**

**WEEK 2**

**WEEK 3**

**TUESDAY 13TH**  
SC: OED103 pool session

**WEDNESDAY 14TH**  
SC: OED101 pool session

**THURSDAY 15TH**  
SC: OED122 pool session

## SAVE THE DATE!

**School Photos:**

**JC – Tues 20 Feb**

**SC & Preschool**

**– Thurs 29 Feb**

**Envelopes distributed**  
**in Week 2 😊**

## PRINCIPAL'S MESSAGE

Welcome to the 2024 school year. Staff are excited and looking forward to working with students and families in the local community.

My name is Julie Dixon, and I am the current Principal, I feel very lucky to be here at Caroline Chisholm School (CCS). CCS has an energetic and professional staff team who are committed to providing high quality education and care for your children and young people. I am looking forward to meeting and getting to know students and families here at CCS.



We are in the very early stages of a major upgrade to the junior campus entrance and front office space. This work has an expected completion date of May/June. We ask families to take care when on the junior campus, especially in the car park, as it is an active construction site. The area has temporary fencing to help keep everyone safe.

Over the break we have also

- painted the SC gym changerooms
- painted the beams and poles along main street on the senior campus
- painted a number of classrooms
- installed a yarning circle and balance beams in preschool
- worked on the front garden on the junior campus.

We have had a successful week 1 welcoming back familiar faces and inducting new members of the CCS community. Students appear (mostly) enthusiastic to be back in the routine of school again. The key priorities this week has been to establish high expectations for learning and safety, learning new routines, sorting timetables and most importantly getting to know each other.

We are planning an informal 'Meet and Greet' BBQ on the Senior Campus in the coming weeks. We want families to feel connected to the school and staff and familiar with processes such as how to access support for your child/young person, get to know

key staff and share information about uniforms, communication processes etc. Keep your eye out for more detailed information.

## **2024 Staff**

This newsletter introduces the 2024 staff team.

### *Junior Campus*

Nicky Smith continues in the role of JC deputy principal. We also welcome back Smriti Sharma to the CCS team. Smriti will take on the role of P-10 wellbeing deputy principal and will be located primarily on the Junior Campus. The JC executive team consists of

- Preschool and Kindergarten – Jen Heywood
- Years 1/2 and 3/4 – Rachel Salter
- Year 5/6 – Andrea Irving
- Release Team – Nicky Smith
- Learning Support Unit – Smriti Sharma

### *Senior Campus*

Our senior campus deputy principals are Gavin McClory and Joseph Jennings. This year the SC executive team consists of

- Learning executive – Tatjana Radulovich and Gavin McClory
- Strategy executive – Tim Hawke and Joseph Jennings
- Wellbeing executive – Michaley Phokos and Kim Rice

## **Communication**

The best way to access a member of the executive team is to make an appointment with front office staff or send a request via email. Education is a partnership between families and school, and it is important to maintain positive communication.

If you have concerns regarding your child/young person's progress it is important to communicate with your child's class teacher. Communication may take many different forms e.g. face to face, phone call or email. If you would like to have a face-to-face discussion with your child's teacher, it is best to arrange a mutually convenient meeting time. Drop off and pick up time are not always the best time for a detailed discussion, it is not a confidential time to talk, and the teacher may still have duty of care for students.

If you would like to have a phone call discussion with your child's class teacher, it is best to arrange a mutually convenient time or to leave a message with the front office and the teacher will call you back when they have planning time. Teachers have many playground supervisions during the day and often have meetings to attend after 3pm. Email can often be a convenient communication method. Teachers will endeavour to respond to emails within three working days or they may respond via phone. Some issues are better discussed via phone than via email.

Concerns are best raised with the class teacher as the first point of contact. If you feel that a matter is unresolved or requires further investigation families are encouraged to contact the relevant member of the executive team. It is never appropriate to approach students to discuss issues or incidents.



### *Keeping Up to Date*

We use a few key tools to assist you to stay informed about events at school:



- Emails directly to your nominated email address for events directly involving your child/ren.

- The school newsletter which is published fortnightly during the school term (odd weeks). This provides you with a wealth of information and updates. The newsletter is emailed directly to your nominated email address and is also available for download from the school website.
- The calendar on the school website which you can sync with the calendar on your mobile device.
- We also have a Facebook page 'Caroline Chisholm School'. This is used more informally and should not be referred to as the key source of information.

## Attendance

Parents/caregivers are legally responsible for ensuring their child attends school every day or providing an explanation for their child's absence from school. If your child is absent from school, please ensure that you inform the school as soon as possible; the preference is to receive this information in writing. There are several options available including completing an absence slip at the front office, sending an email to your child's teacher or the front office, or a phone call to the front office. The school will send out daily SMS notifications to families when their child or young person is absent from school. Each term, any unexplained absences will be sent home with a covering letter requesting information to explain the absence. Should you have any questions or concerns about this process, please don't hesitate to touch base.

## Being on time

Maximising your child's learning time at school is critical to their education. Being just 30 minutes late each day equates to 19 lost days of learning each school year!

## Every Minute Counts

LATENESS = LOST LEARNING (Figures below are calculated over a school year)	
5 minutes late each day	3 days lost!
10 minutes late each day	6.5 days lost!
15 minutes late each day	10 days lost!
20 minutes late each day	13 days lost!
30 minutes late each day	19 days lost!

Learning in classrooms begins each morning at 9am. Being on time helps your child to settle in for the school day, hear the schedule for the day and bond with their teacher and peers. Many of the tasks' teachers engage in between 9am and 9.15am set the learning for the whole school day.

Today I am attaching an article from the *Australian Parenting Website: Raising Children* that outlines some practical tips on getting ready for school. I would encourage you to have a read. If you find you are struggling each day to get your child ready and to school on time please reach out to Alex Conroy, our Family and Community Co-ordinator.

[https://raisingchildren.net.au/school-age/school-learning/school-homework-tips/morning-routine-for-school#.XI-N\\_nQyi\\_l.email](https://raisingchildren.net.au/school-age/school-learning/school-homework-tips/morning-routine-for-school#.XI-N_nQyi_l.email)

## Sign in/out procedures

Each year we revisit procedures to ensure we are following the appropriate guidelines. If a student arrives late, (more than 5 minutes) or needs to leave early during the school day, parents and carers are requested to inform the relevant campus front office via phone or email [chisholm.absences@ed.act.edu.au](mailto:chisholm.absences@ed.act.edu.au) Students who are late or are leaving early need to attend the front office on JC and Connect on SC to sign in/out.

## School Photos

2024 school photos are approaching quickly. Information and payment envelopes will be distributed to students early next week.

Tuesday, 20 February – Junior Campus photo day

Thursday, 29 February – Senior Campus and preschool photo day



## Mobile Phones

The new [Personal Use of Communication Devices in ACT Public Schools Policy](#) commences from the beginning of term 1, 2024.

For students at Caroline Chisholm School this means:

- *Students in years P-10 at ACT public schools may not use or access personal communications devices at school, including recess and lunch, or during school authorised events.*

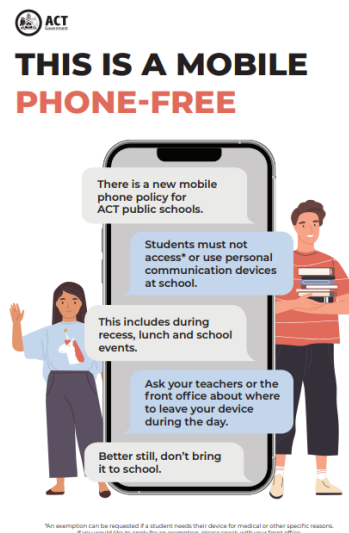
Information specific to Caroline Chisholm School can be accessed [here](#).

Exemptions can be requested if a student needs their device/assistive technology:

- to manage or monitor a medical condition
- to help meet caring or family responsibilities
- to support adjustments for students with disability as part of an agreed individual learning plan.

If you would like to apply for an exemption, please speak with our front office or email us via [info@chisholm.act.edu.au](mailto:info@chisholm.act.edu.au). A transition period up to the end of term 1, 2024 is in place for families working through the exemption process.

You can read more about the policy including frequently asked questions on the [Education Directorate website](#).



## Get to know you interviews for the Junior Campus

Our junior campus *Get to Know You interviews* are scheduled for the week of 19 February (week 4). Bookings will be made through an online booking system. Learner Profiles will be sent home for families to complete and bring along to the interview. These Profiles support us to get to know your children and assist us to meet their learning needs. We look forward to learning more about your children and family over the coming weeks. More information will be emailed to families soon.

## Before School Supervision

Before school supervision commences at 8.30 am when a school staff member commences playground duty. We encourage students to have a calm and quiet start to the morning and therefore do not permit running games or ball games before school and students are required to 'walk their wheels' as they enter school grounds. On the JC the bell will ring at 8.55am and students will line up and move straight into their classrooms. This will ensure that we maximise learning time in the mornings when students are alert and well rested. On SC, students will move to their CC classroom ready for a 9.00am start.

## Allergies and Nut Aware

Caroline Chisholm is a Nut Aware School. This means that we ask that no nuts are brought to school, including in sandwich spreads, as a raw snack or within muesli bars etc. We know that families go to great lengths to check ingredients lists to avoid sending products with nuts to school, we greatly appreciate these efforts. We do have a number of children across the school with increased sensitivity to the smell of nuts and contact (rather than ingestion) with any nut-based products. As such we ask that if your child has had a nut-based spread or product before coming to school, that they wash their hands and face prior to leaving home. These actions significantly reduce the possibility of cross contamination.

We do have several children with other allergies across the school also, class teachers will be in touch regarding any other foods to be aware of in your child's class. We take allergies very seriously, ensuring all staff are trained in the safe administration of auto injectors. We ensure that all action plans and necessary medications move with the relevant child as they move through the school. If you have a child with an allergy, please ensure all medical action plans are up to date, your contact details are accurate, and all medicines required are on site and in date.



### Student Injury - Insurance and Ambulance Transport

The ACT Education Directorate does not provide any insurance cover for injury, disease or illness to students resulting from school activities or school-organised excursions. Claims for compensation are met where there is a legal liability to do so. Liability is not automatic and depends on the circumstances in which any injury, disease or illness was sustained. As there is no automatic insurance cover for personal injury if your child is injured at school or during a school organised activity/excursion, you should therefore consider whether taking out personal insurance cover for your child is warranted. This insurance might cover contingencies including medical/hospital expenses, ambulance transport outside the ACT, and cancellation of transport/accommodation or loss of/damage to luggage. The ACT Ambulance Service provides free ambulance transport for students who are injured or suddenly become ill at school or during an approved school organised activity within the ACT.



### Working with Vulnerable People – Volunteers in Schools

Where you have organised with our P&C or a member of the executive to volunteer at school, please make sure that you check carefully that you are signing into the correct folder. For those who hold a Working with Vulnerable People Card (WWVP), please make sure you have this card on you and that your number is recorded next to your signature. For volunteers and visitors without this card, you will need to sign into the non-registered folder. If you are a regular volunteer, that is volunteering more than 7 hours in a semester, you must have a WWVP card. If you exceed these hours, you are in breach of the Working with Vulnerable People (Background Checking) Act 2011 which commenced on 8 November 2012. This also puts the school at risk of breaching the act and being fined. We certainly appreciate all our volunteers and your support in this matter is appreciated to ensure we are keeping all students safe. If you have any questions around the registration process, you can call Canberra Connect on 13 22 81. For more information:

<https://www.accesscanberra.act.gov.au/>

### Staying COVID Smart in 2024

Being COVID Smart remains a priority. Students, staff, and visitors are reminded to:

- Stay home if unwell and get tested for COVID-19
- Stay up to date with your vaccinations
- Practise good hand and respiratory hygiene

If your child has COVID-19, you must let the school know. We recommend keeping your child home for at least five days.

You can read more about how we are being COVID Smart in ACT public schools at <https://www.education.act.gov.au/public-school-life/covid-school-arrangements>



### Safe parking around schools

The start of the school year is a particularly busy time in our school carparks and surrounding streets. It's important that we park safely and legally to support the safety of students. Parking on a footpath, nature strip or roadside verge can:

- Cause safety risks for pedestrians as they are less visible to oncoming cars
- Increase the risk for vulnerable members of our community like children, people who are visually impaired, and those using a wheelchair or pram
- Restrict the line of sight for other road users
- Restrict access for emergency services vehicles.
- 

Parking on nature strips can also damage trees, footpaths, gutters and underground pipes and cables. Please also remember not to park across driveways or block neighbouring residents' properties. As students return to school remember to also slow down and stick to the 40km/h limit around our schools between 8am and 4pm.

Parking inspectors regularly patrol school zones to support safe parking and keep students safe. If you cannot find a car park in the school car parks, we suggest parking a little further away and walking or riding the rest of the way. Let's all work together to keep our kids and community safe! More information about travelling safely to school is available on the [Transport ACT website](#).

I promise every newsletter will not be this long! Please feel free to come and say hi, I look forward to being a part of the CCS community.

Warm Regards

Julie



For student absences please email:  
[Chisholm.absences@ed.act.edu.au](mailto:Chisholm.absences@ed.act.edu.au)

**Islamic Education in Schools** – For our families who observe the Islamic faith, this year we will be offering an Islamic Education program to students. Much like the Christian Education in Schools program, which is in many ACT schools, this program being delivered by Islamic Education Services (ACTIES) will see volunteers come in and teach Islamic studies. This will be a once a week half hour lesson during a break time on a fixed day of the week. If you would like your child/ren to participate in this program, please complete the below registration form.

[https://docs.google.com/forms/d/e/1FAIpQLScWeoC2KhTZ038klfMA2Jluqb6bRPdl-faBNOK3d2N\\_iHobkw/formResponse](https://docs.google.com/forms/d/e/1FAIpQLScWeoC2KhTZ038klfMA2Jluqb6bRPdl-faBNOK3d2N_iHobkw/formResponse)

## JUNIOR CAMPUS STAFF



### Admin Team

Deb Brice, Karen Syphers, Vicki Steele



### Kinder Team

Nour Tabaja, Jessi-Lea Freund,  
Sharon Stevens



### 1 / 2 Team

Emily Hocking, Courtney Long,  
Rachel Salter, Larissa Lamb, Emily Tanner



### 3 / 4 Team

Andrea Irving, Rachel Salter, Hannah Skinner,  
Irene Ovchinnikov, Hailey Nyugen



### 5 / 6 Team

Jayne McDonald, Andrea Irving,  
Chloe Tsekenis, Laura Condon,  
Hector Wilcke



### Release Team

Kristie Ryan, Jordan Rodger, Jo Herstik



### LSU Team

Bec Brown, Claire Shepherd, Marg Denne,  
Sam McClory, Marjorie Waugh, Smriti Sharma



### BSO

Kerrie Prutti



### Preschool Team

Sian Valentine, Jill Downs



## SENIOR CAMPUS STAFF



### Maths Team

Safia Saboor, Isaac van Bockel, Tatjana Radulovich, Michelle McFayden



### English Team

Adam Crowther, Daniel Granado, Taz Whan, Dylan Cannell, Kaitlyn Catchpole



### Science Team

Taz Whan, "Terry the Torso", Julian Pratley, Bridget Brian, Nick Tugwell, Insia Mustansir, Damien Hoban



### HaSS Team

Matthew Wray, Michaley Phokos, Jess Vilkaitis, Chelsea Rolls, Michelle McFayden



### Tech/VET Team

Wilson Amaladass, Jade Reid, Sam Briggs, Tim Hawke, Adrian Davis, Kim Rice



### HPE Team

Angela Edwards-Wells, Julian Pratley, Adam Crowther, Isaac van Bockel, Tanya Turner, Daniel Downes, Dylan Cannell



### Arts Team

Adrian Davis, Hannah Roberts, Cassie Hoolihan, Miriam Miley-Read, Tatjana Radulovich



### Food tech Team

Chelsea Rolls, Sam Briggs



### Disability & Inclusion Team

Smriti Sharma, Thomas Bell, Kimberley McBeth, Peyton Jenkins, Jessica Stevens, Ashley Winn, Jonah Russell, Nikki Mann, Jacob Reid, Danielle van Kemenade, Bridget Brian, Livia Tigwell, Varinder Kaur, Jyoti Moudgil, Nick Tugwell



## SENIOR CAMPUS STAFF



### Indigenous Education

**IT Officer**  
Grant Robinson



**School Nurse**  
Phillipa Kim



**SC Psychologist**  
Katrina Reese



**Officer & Social worker**  
Candy Cord & Alex Conroy



**Enrolments & Wellbeing officer**  
Heidi McDonald



**Admin Team**  
Ashley Kimber, Amy Vincent, Sarah Tabaja



**Youth Worker**  
Adam Taylor



**JC & SC Libraries**  
Amanda Caddick



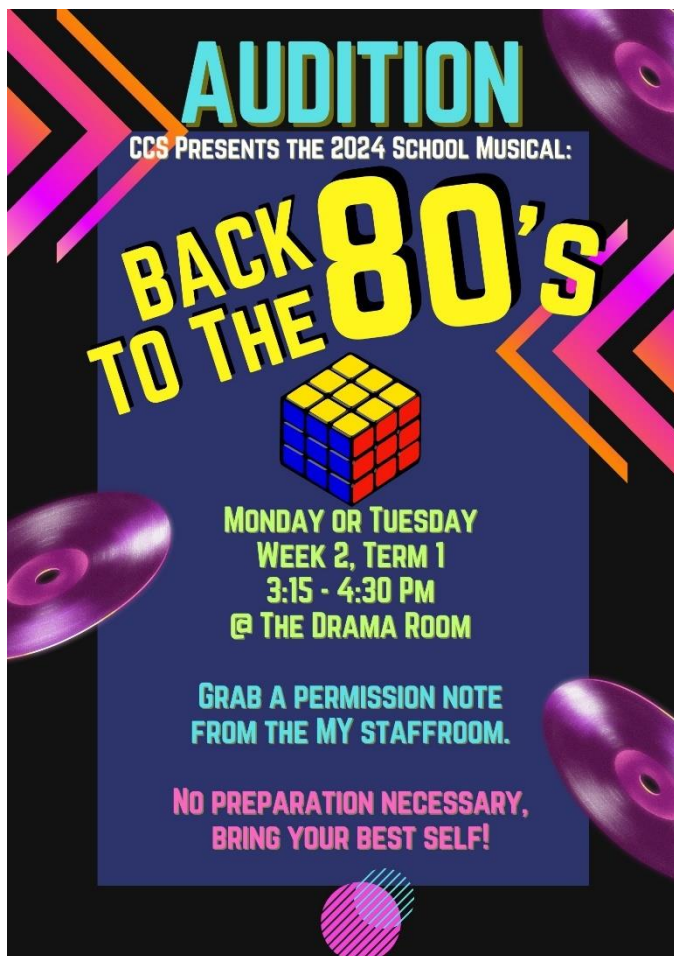
**Staffing Officer**  
Fiona Green



**Business Manager**  
Sonia Jamieson



**Finance Officer**  
Beth Skinner



## Tuggeranong Southern Cross Junior Basketball Club

2024 Winter Season  
Recruiting under 10 players  
For children born 2015 and 2016




**COME & TRY DAY**

**Girls: Monday, 12 February 5-6pm**  
**Boys: Wednesday, 14 February 5-6pm**

Hey Kids, make some new friends  
playing the best game EVER!  
Come along to a training session  
and give it a try! Even bring a Friend!



**For the Parents:**

*Why? Basketball is a great game that builds social skills, teamwork and and gross motor skills (and it is played inside in Winter!)*

**Competition Commences:** Sunday, 17 March till Sunday, 1 September 2024

**Where:** Tuggeranong Southern Cross Stadium, 7 Pitman Street Greenway


Register your Interest at: [info@southerncrossbasketball.net](mailto:info@southerncrossbasketball.net)

 [www.southerncrossbasketball.net](http://www.southerncrossbasketball.net)

## Bringing Up Great Kids

The Bringing up Great Kids Program is being offered to Caroline Chisholm Junior Campus parents and carers. The Bringing Up Great Kids Program is an integrated suite of activities and tools that are unique and offer all parents and carers a fresh way to understand and enact relationships with their children. BUGK focuses on building positive and nurturing relationships between parents and their children. The program aims to support parents to review and enhance their patterns of communication with their children, to promote more respectful interactions and encourage the development of children's positive self-identity.

<b>Date:</b>	Term 1 Week 3- Week 10 Commencement date Monday 12th Feb 2024
<b>Where:</b>	CCS Junior Campus- Preschool Building
<b>Time:</b>	9:15am- 11:15am
<b>Cost:</b>	nil
<b>RSVP:</b>	Please RSVP to Alex Conroy <a href="mailto:alex.conroy@ed.act.edu.au">alex.conroy@ed.act.edu.au</a> by 7 <sup>th</sup> February 2024 – RSVP is essential.
<b>Staff:</b>	Alex Conroy (Family and Community Co-ordinator)
<b>Info:</b>	Program is for parents and carers to opt in. Please email <a href="mailto:Alex.Conroy@ed.act.edu.au">Alex.Conroy@ed.act.edu.au</a> or call 61423 555 if you have any questions. Light refreshments will be offered.



### More parenting resources at:

[Parent & Carer Support Courses Term 1, 2024 - Healthy Schools Network ACT \(healthyschoolsact.com.au\)](https://healthyschoolsact.com.au)