Dear Families and Caregivers,

Wow! What a brilliant beginning to the 2016 school year we have had and I must say the new outdoor natural play space has certainly been a talking point as it begins development. So thank you so much for supporting your child to settle back into school. The children and staff started the new school year very organised and successfully. All students returned in school uniform and appeared to settle in well to the new environments, and our new teachers have commented on what a wonderful place Mount Barker South is in which to teach. We look forward to a great year with many outstanding learning outcomes being achieved in partnership with you.

I would like to formally welcome the following new staff members to the Mount Barker South School Community and thank them for their organisation and collaboration:

Mrs Mandy Betts who will be teaching on Thursdays in room 12 and Fridays in room 8.
Ms Petra Lade who will be teaching full-time the reception class in room 7.
Miss Kristi Wandner who will be teaching full-time in room 15.

We also welcome the following new School Services Officers: Mr Michael Hawkey, Mr David Jenkins, Miss Zoe Gepp and Mrs Marie Graham to our team. They will be working both across the primary mainstream, Rainbow classes and in the yard.

The remainder of our teaching staff are as for 2016 and we look forward to once again, a strong team working hard for the school.

In addition to the new staff we also welcome all of our new students and families to our school and hope that your time with us will be very memorable.

I look forward to seeing you all at our up and coming Acquaintance night and thank the families that have already popped in to see the class teachers or myself and provided feedback about the return to school.

Kind Regards, Catherine Cox-Walliss
Keeping informed
Our school provides many formal and informal opportunities for parents to find out about their children’s progress and wellbeing. Some of these include:

**Reports on student performance**
We will be providing detailed data driven information to you to inform you of your children’s progress through a written report twice throughout the year. Your child’s reports will be issued in terms 2 and 4 and will detail their performance in English, Mathematics, Science, History, Geography, Key capabilities, Music and PE.

**School annual reports**
All schools must publish a minimum set of information for parents and the community to read. These publications must be accessible on the school’s website and is also discussed at the annual AGM. The information includes:
- Distinctive curriculum offerings.
- Extracurricular activities.
- Staff development priorities.
- Strategies used for involving parents in their child’s education.
- Reading, writing, and numeracy results for Years 3, 5 and 7 must be published, including the average score for the school.
- A range of information about the performance, behaviour and attendance of children across the school.

**Newsletters**
We produce both a school and class newsletters to inform parents, caregivers and community members about school activities, student learning developments and initiatives.

We remind parents that the school newsletter is also circulated in weeks 2, 4, 6, 8 and 10 of each term. *With this, staff are not being assigned to put in articles each newsletter – instead they will regularly update families with a class newsletters throughout the year.*

All class and school newsletters are also made available on both the website and in hard copy form.

Quite often this is also where you will find our *school termly calendar with events and important dates*. This is sometimes amended as new programs come to light or activities are introduced.

**Acquaintance night**
This year Acquaintance night will be our first community event which we hope to see you all at. Each term will have a focus on at least one community event that families and community members are encouraged to join both the staff and myself for.

This will be held on Wednesday 17th February from 5pm.

**Letters**
We often communicate information about specific issues relating to a student by way of a personal letter, usually sent home with the student or via their diary. This includes our 3 Wave Intervention letter which this year will be sent out termly to all families across the school. This letter details the wave group your child is in for both English and Mathematics, the focus of the learning in the group and the teacher supporting your child to achieve their learning goals.

This year we will also be issuing a letter detailing the results of your child in Years 2 – 7 in our online PAT tests in English and Mathematics in term 4 so you can review their progress.

**Personal appointments** – Parents/Caregivers are encouraged to meet with any staff member at a mutually convenient time to discuss any issues or concerns.

**Student/Parent/teacher Interviews**
There are also other opportunities, such as parent/student/teacher interviews to talk about issues or concerns, and to ask how children are performing and progressing at our school. We formally arrange for opportunities in terms 1 and 3 but also encourage you to make a time to discuss your child’s progress at other times if you feel it to be necessary. I really believe that is it best that you call a meeting in you think your child’s needs are not being met so a “One Plan” can be put in place.
**Acquaintance Night Wednesday 17th February 5pm to 6pm**

All families and friends are invited to attend our annual Acquaintance night. It will be an informal friendly night to get to know each other and to meet other families and enquire about the Governing Council if you are interested.

The night will begin at 5:00pm. Families please meet on the large paved area at the front of the school for a free sausage. You are then invited to collect your Passport to start your self guided tour of the school. You will get to meet and greet with all teachers and staff and don’t forget to get your Passport stamped at each stop.

- Science Room
- Junior Primary classes
- Primary Classes
- Spanish Room
- Rainbow Classes

**Our first Pupil Free Day is Week 4 on Friday the 26th February**

This year the full Heysen partnership which our school belong to will be closing all schools to undertake a training in Mathematics with Rossyln Shepherd. Therefore Mount Barker South Primary will be closed on this day so that all staff can attend this professional development opportunity. This ties in with our school improvement areas of Powerful learning in Mathematics, English with a focus on Writing, Science and Wellbeing/Inclusion. Four Pupil Free Days are approved by the Education Department and the Governing Council every year for the sole purpose of staff professional development. We will keep you informed of the further 3 Pupil Free Days through the newsletters and calendar but expect this to be the only one for term 1. **Students do not attend school on Pupil Free Days.**

**School Photo Day is Week 6 on Monday the 7th March**

MSP Photography will be at the South to take class, individual & Graduating Year 7 photographs. We encourage all students to attend school on this day as not to miss out. It is an expectation that all students are in the correct school uniform. Photo information packs will be sent home in the near future. Please speak with Jane or Ursula in the front office if you have any questions regarding photos or uniform.

**Three Way Interviews**

Parent/Teacher/Student interviews will be held in Week 6. Bookings will be able to be made through the School Interviews website. A Booking code will be distributed to families in Week 3. For parents that do not have internet access, please contact Ursula in the Front office to make a booking for you. Interviews are strictly 10 mins. If you require more time, please contact your teacher directly to make alternative arrangements.

**Sports Day is Week 10 on Friday 8th April**

Families are encouraged to attend our Sports Day and get involved. More details to come.

**Important Dates and Events**

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<td>Tuesday</td>
<td>16th Feb</td>
<td>Principal Tour</td>
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<td>7</td>
<td>Monday</td>
<td>14th Mar</td>
<td>Public Holiday – Adelaide Cup</td>
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<td>8</td>
<td>Friday</td>
<td>25th Mar</td>
<td>Good Friday</td>
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<td>9</td>
<td>Monday</td>
<td>28th Mar</td>
<td>Easter Monday</td>
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<td>Thursday</td>
<td>1st Apr</td>
<td>Autism Awareness Day</td>
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<td>11</td>
<td>Friday</td>
<td>7th Apr</td>
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<td>15th Apr</td>
<td>END OF TERM Assembly 1:30pm</td>
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School activities
Parents can be involved in a range of school activities such as assisting in the classroom, helping with excursions and camps, or offering their expertise to help organise extracurricular activities such as sports day or after school activities.

So far this year we are also looking for volunteers in the library, to cut up fruit in the mornings before school begins for the Early years classes and to run before school sports activities.

- If you are interested in running before school activities can you please contact Ms Kate Nolan through the front office?
- For families interested in supporting in the library, please see Veena Weiss (SSO in the library)
- To be part of our new healthy eating initiative, please see your class teacher

Governing Council
We have a very inclusive Governing Council that plays a more formal role in setting the future direction of the school and supporting the school to be a great place. Parents are represented on every Governing council and are elected at the annual General Meeting.

2016 Governing Council Meetings, AGM and invitation
Our Governing Council consists of up to 15 parent/community members elected at the AGM in February, one staff representative and the principal. The Governing Council meets in weeks 2 and 7 of each term on a Wednesday night. Although in term 1 we will be meeting in week 3 to undertake our AGM. Which is then followed up by a quick general mtg.

It takes responsibility for projects such as:
1. Development and approval of the school budget and improvement plan
2. Setting and collecting of school fees
3. Monitoring expenditure during the year
4. Development and maintenance of the school grounds
5. Management of the Out Of School Hours Care (OSHC) programmes and staffing
6. Uniform and policies relating to the operation of the school
7. Organising school and community events

In addition the Governing Council has an important role in keeping the Principal and staff advised of parent feedback, setting policy on any non-curriculum issues that may arise, being a source of new ideas for the school and encouraging parents to be actively involved in their children’s education.

The Governing Council also has a number of sub committees which will be needing your help. In 2016 they are the following:
1. Finance
2. OSHC
3. School improvement and student learning outcomes
4. Ground and facilities
5. Community participation/Fundraising
6. Sports

Parents can join subcommittees without being Governing Council members and they meet twice termly or as needed.

Your representation on these committees is most welcome and highly encouraged. Any parent interested in joining Governing Council or one of its sub committees can speak with any staff member. Please also remember that unless notified otherwise, all Governing Council meetings are open and observers are more than welcome to attend. Meetings commence at 7.00 pm with a 9.00 pm close – or earlier when possible and are undertaken in the staffroom.

Governing Council AGM Thursday 18th February 2016 at 6pm
In 2016 the Governing Council will again be running a school-based Breakfast Club program in partnership with Kickstart for Kids. The Breakfast Club will operate every day from 8:30am – 8:55am in the Junior Primary Shared Space and will offer a range of items for breakfast, including cereal, toast and fruit. The Breakfast Club will be supervised by parent and student volunteers and relies on the generous donations from parents, families and Kickstart for Kids.

There are a number of ways that families can assist:

**Donate**
If you know that your child will use the service regularly then you may consider donating food items each week, such as:
- Cereals (preferably wholegrain, low in sugar and high in fibre)
- Bread (wholegrain and multigrain varieties are preferred)
- Spreads (vegemite, jam, peanut butter etc.)
- Fruit (fresh or tinned)

**Volunteer**
If you are able to volunteer from 8:30am to 9:00am any morning to supervise the breakfast program then please contact the Front Office for a Volunteers Information Pack, which should be completed and returned as soon as possible.

**Communicate**
Encourage your child to use the service if they haven’t eaten breakfast at home.

**JUNIOR PRIMARY HEALTHY SNACK PROGRAM**
MBSPS Governing Council will once again be running a healthy snack program for all Junior Primary classes in 2016. This program will involve morning tea platters of fruit, vegetables, cheese and other healthy snacks being prepared for all junior primary classes for students to enjoy during the supervised eating time.

The Healthy Eating program builds on the following assumptions:
Children are more likely to make healthy food choices when:
1) Food is prepared and readily available; and
2) Children see their friends and peers modelling that behaviour.

The Australian recommended intake of fruit and vegetables is:
- 4 - 7 years old: 1-2 serves of fruit and 2 - 4 serves of vegetables
- 8 - 11 years old: 1 - 2 serves of fruit and 3 - 5 serves of vegetables
- 12 - 18 years old: 3 - 4 serves of fruit and 4 - 9 serves of vegetables

The Healthy Eating platters will supplement the recess that parents currently pack in their children’s lunch boxes. Parents should continue to pack and send an appropriate lunch for children.

To support this program parents are asked to contribute a selection of healthy food items each week. Some examples of appropriate foods and quantities are included below:
- 4 - 5 medium sized pieces of fruit (e.g. apples, bananas, pears, oranges, mandarins, peaches)
- 1 large piece fruit (e.g. rockmelon, pineapple, half a watermelon)
- 500 grams of small fruit (e.g. cherries, grapes, strawberries, plums)
- 250 grams of dried fruit (e.g. sultanas, cranberries, dates)
- 500 gram block of cheese
- 500 grams vegetables (e.g. carrots, cucumber, cherry tomatoes, capsicum, snow peas)
- 2 packets of plain unflavoured rice crackers or water crackers

Families can send their contributions to school on any day since platters will be prepared fresh each morning.

If you are able to volunteer from 8:30am to 9:00am any morning to assist with preparing the platters, please contact the Front Office for a Volunteers Information Pack, which should be completed and returned as soon as possible.
Our students have returned in fine fashion all wearing the correct school uniform. Last year we sent out information to all families about our new school top that can be purchased at ‘The Uniform Shop’. It is terrific to see so many students wearing the new top and year 7 jumpers.

Children must wear hats at school during outside activities from the first day of Term 1 until the end of term 1 with the same occurring in Term 4. We encourage you to name your child’s hat on the inside and to purchase a new hat if the old one is wearing out. Hats can be purchased from ‘The Uniform Shop’ and must have our school logo.

**Important**
Parents/caregivers – if you have recently moved house, changed phone numbers or any other details, it is important to let the front office staff know so we can keep your records up-to-date. Please contact us on 8391 1197 or via your child’s diary with any changes to address, medical conditions or telephone numbers.

**Medication**
Parents, please check on your child’s medication at school to ensure that it is up-to-date (e.g. the mediation has not passed its expiry date and the health care plans are current). Children’s medication requirements can change over time.

Also if it is necessary for your child to be given medication at school, we require a letter from your child’s doctor outlining the necessary dosage and time(s). All staff are first aid trained so if you are worried about anything to do with your child’s health care needs, please do not hesitate to call a meeting to discuss it.
During the course of your child's school years, you may have cause to make a complaint about an issue you feel is adversely affecting your child's education. We are committed to ensuring that all complaints - whether they relate to a school staff member or a school's operations - are dealt with in a fair and equitable manner.

When making a complaint, you have a responsibility to:

- provide complete and factual information in a timely manner
- deliver your complaint in a nonthreatening manner
- not make frivolous or vexatious complaints or include deliberately false or misleading information.

In most instances, staff members are told of complaints made about them and offered the right of reply. A complainant also has the right to have a support person throughout the process.

The following five-step procedure assists parents, guardians, staff and school personnel in reaching an outcome that is in the best interests of the student:

1. **Discuss your complaint with the class teacher**
   If your complaint is with your child's teacher or an issue concerning your child's experience at school, make an appointment with that teacher as soon as possible through the school administration to resolve the problem at this level.
   The teacher will make a record of the complaint and report your meeting and any outcomes to the school principal or counsellor. Where the teacher has been approached but the issue remains unresolved, make an appointment with the school principal or counsellor to discuss the issue further.

2. **Discuss your complaint with the principal**
   If your complaint is related to the school more generally, you should raise your complaint directly with the principal. The principal will make a record of your complaint and work with you to resolve the issue.
   Complaints to the principal may be lodged by telephone, writing or in electronic format. Email addresses can be accessed through the website.

3. **Contact the Education Director – Mrs Nanette Va-Ruiten**
   If you have discussed the issue with the principal and still feel that your complaint has not been addressed, you have the right to contact the Education Director who is the supervisor of the principal and oversees activities of schools.
   Complaints may be lodged by telephone or in writing. Complaints should be specific in detail, and outline the steps taken to date to resolve the issue.
   When you contact the Hills office you will be advised that your name and the nature of your issue will be reported back to the principal of your school. Staff at the Hills office will attempt to resolve the issue.

4. **Complaint still not resolved?**
   If you feel that your issue has not been resolved through the Hills office process, you have a further right to make a complaint to the central office.

   This detailed information about how to effectively resolve a complaint is made available on both our website and in hard copy form each year via the front office.
Dear Parents & Families,

As many of you are aware, the MBSPS Governing Council offers before and after school care and vacation care services through the MBSPS OSHC Unit.

A summary of services for 2016 is included below for your reference:

- **Before School Care**
  - Monday to Friday
  - 6:45am – 8:45am
  - $15 per session

- **After School Care**
  - Monday to Friday
  - 3:15pm – 6:00pm
  - $22 per session

- **Vacation Care**
  - Monday to Friday
  - 7:00am – 6:00pm
  - $50 per day

Students attending Before School Care will have breakfast provided on arrival. Students attending After School Care share in a healthy afternoon snack on arrival, followed by supervised homework time before joining in various activities for the afternoon.

MBSPS OSHC is a registered child care provider and parents are eligible to claim Child Care Rebate and Child Care Benefit, which can both be paid directly to the Service to reduce the out of pocket expense for care. Note that fees are subject to change.

If you would like to have a tour of the OSHC facilities you are welcome to drop in to before or after school and the staff will be happy to show you around. The OSHC is now located in the room adjacent to the Assembly Hall.

Students can attend OSHC on a regular or casual basis, however we do ask for as much notice as possible to allow for staffing and resourcing decisions to be made. There are also a limited number of places available in each session.

To book your child/children into OSHC you can either phone the OSHC Unit on 8398 2474 or email oshc.mtbsp9@schools.sa.edu.au

Kind regards,

Emma Bacskai
Chairperson
MBSPS Governing Council