From the Principal’s Desk

Anaphylaxis

There are many students at Glenhaven Public School who are anaphylactic. All staff are trained in this area with school health care plans being prepared by families and doctors and epipens carried on all excursions. This year we have an increasing number of severe cases and I felt that it is important to draw our community’s attention to this concern. I have been advised against making the claim that the school is “nut free” as this is not possible to patrol and can give students and parents a false idea of what occurs at the school. The other concern is that in some cases it is not only nuts that can cause these life threatening attacks. There have been cases where individual teachers have sent home notes with specific details about not bringing peanut butter sandwiches and the like to school. I am also requesting that all parents in our school consider the families and also avoid sending nut products to school or sharing these. I am aware that some parents have informed the teachers that this is the only food their child eats. If this is the case, I would like to encourage families to commence trialling alternatives. I am aware this can be difficult for morning recess and lunches, however I would like to ask all of our community to think about the day to day lives of these students who have been diagnosed as anaphylactic or have had attacks and their parents and do what we can to support them.

Your support in considering this request is greatly appreciated. You will also find attached to this newsletter an information sheet as some students have had their first attack later in life and not only as a pre-schooler.

Information Night

A reminder that this Wednesday we will be holding our Information Night for all grades. These will commence in the school hall for a grade or stage talk and then proceed to individual classrooms. I would encourage all families to attend. If you are unable to attend, handouts will be sent home with your child the next day.

Swimming Carnival

Last Thursday the school held its annual Swimming Carnival. I would like to congratulate the students on their behaviour and the wonderful house spirit that was witnessed all day, even though standing near the houses as they cheered was quite deafening. I would also like to thank the many parents who supported this event by cheering on all children or helping in the running of the Carnival itself. Finally, many thanks to all staff for their hard work which ensured a very successful Carnival. Students will be notified over the next few weeks if they have progressed onto our District Carnival.
Finances

Our new Senior Administration Manager, Nicole Tuite has been extremely busy over the last two weeks organising for term invoices to be prepared as well as streamlining the office procedures. Over the last two years we have had part time managers as well as short term relieving managers. I am very excited about the prospect of commencing the year with an experienced manager. This year is also the beginning of many changes in the Department of Education and Communities, especially in regards to finances. The school, through the Principal, will have increased financial responsibilities, including staff salaries, maintenance and the like with money given to the school based on a Complexity Formula. Unfortunately our school is not very "complex" and therefore funding will not be as readily available as in past years. Many hours will be spent on administrative duties to ensure that these funds and allocations are appropriately spent or budgeted. This budget is designed to be shared equally throughout the entire school population.

In regards to school Term Accounts, please be advised there has been a change in routine, all payments are to be accompanied by a signed permission note which is to be 'mailed' into the Red Mail Box located in the School Administration Office. It is important to note that in public schools, tuition is free but resources and activities have to be paid for by the consumer. The school does not have the funds to subsidise extra-curricular activities or programs. At no time do I want to embarrass any child or family however these programs and initiatives can only be offered if they are paid for. Obviously if our community cannot afford these then the school will cease to offer them.

Throughout last year I sent home many reminder notes in regards to fees for outstanding accounts and became concerned that communication to the office was not always occurring. Therefore the school is requesting that for each event that occurs on the invoice, if you are experiencing financial difficulty to please inform the school through our manager in writing and address this to Nicole Tuite: Confidential. This will be handled in privacy and then discussed with me where either a payment plan or partial subsidy will be arranged. This will be communicated back to the family in writing so the school has documentation which is required for auditing purposes. I would also ask that you put in writing if accounts are to be sent to another address or if there are agreements for payment within specific families, again addressed to Nicole Tuite: Confidential. I am aware that the office may already know, however I am trying to avoid any upsets or confusion with our change of staff. With this more structured and essential procedure, the school will be better placed to monitor spending and also to budget for future initiatives. This procedure will need to be completed for each and every event as I am aware that people's circumstances change over time as does the school's position.

Finally I would like to point out that on your invoice is a Voluntary Contribution which of course speaks for itself. Some parents choose not to pay this and of course this is at each individual’s discretion. I would like to request that families do consider paying this levy. Future targets for the school are to implement a wireless network so we can purchase a class set of iPads which will further engage students in interactive lessons. The school's interactive whiteboards have all run out of warranty with signs of some needing replacement already starting to appear. These are quite expensive with the cost of wireless, iPad and just replacing a quarter of the Interactive Whiteboards totalling well over 100 thousand dollars. Your money, through Voluntary Contributions, would be going towards resources like this which benefits all students.

Gymnastics and Dance

Today parents with students in Years 1-6 will have received a note in regards to our Bi Annual Gymnastics Program. This will commence this week and is run by qualified instructors from Sports - Pro. In response to many comments in regards to our Dance survey, including responses from parents, students and staff, the weekly dance program will not commence until Term 2. Many comments reflected an opinion that the students did not need four terms to learn their routine and this would also move payment of the Dance Program from Term 1 to Term 2 which was not usually as expensive due to textbooks etc. The Gym Program has therefore been put into Term 1 and not Term 3 to avoid disruption to class routines and to also have access to the school hall. The note has been put out as I felt it was important that parents, especially our new ones, were aware and also to give the staff notice of any medical concerns that need to be shared.
Sport Groups and Dance Groups

Last week many staff have been involved in the selection of our very important and popular dance and sport groups. These auditions or trials have been occurring before and after school as well as during school time and lunch breaks. I am aware that these groups are very competitive with some student’s trialling repeatedly without being successful. Suggestions have been made to me that students should not be allowed to be in a group for more than one year, however I would like to point out that these groups are competitive with competitions occurring throughout the year with other schools as well as Eisteddfods. At all times more than one staff member is involved to ensure that all students get a fair chance to display their talents or skills. Sometimes a student may be in one of these groups one year but not make it the next year due to different people applying or their skills improving. Basically it is a clean slate each year with unfortunately happy and disappointed faces being the result.

Approaching Other Children In The Playground

Everyone’s child is the most important thing in the world to them and of course if they are upset we feel their pain. However it must be made clear that no parent is to confront or question another child in the school playground in regards to any incident or event. If you have a concern in regards to your child please contact the class teacher who will investigate the incident or concern and let you know the outcome. If you need to come to the school during school hours please sign in at the front office so we are aware that you are on the premises. At all times every student’s safety and wellbeing is our priority.

Kiss and Drop

A gentle reminder to all parents, experienced and new, that it is illegal to stop your car along Glenhaven Road whilst waiting in a queue to collect your child from the Kiss and Drop bay. This area is frequently visited by Compliance Officers who will fine drivers even for a back tyre being over the correct area. I received several complaints the other day due to a basic gridlock occurring on Glenhaven Road due to cars being queued back. If the line is too long you will need to do another "loop".

After School Care

I will have some further news in regards to future directions of Before and After School Care later this week. I have however just been informed that YMCA will not be able to run a bus from our school as no future programs will be occurring from them this term. Due to the Royal Commission into After School Care Centres the Department is re-vamping its procedures and qualifications in regards to onsite services.

My apologies for the length of this week's newsletter but communication is important, especially in regards to our financial structures.

Have a great week with what appears to be hot and humid weather….here come the curls!!

Kerry Maxwell.

DATES FOR YOUR DIARY

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<tr>
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<td>P &amp; C 2013 Wrap Up Meeting</td>
<td>18th Feb</td>
<td>P &amp; C 2014 AGM</td>
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Glenhaven Public School: 74A Glenhaven Road, Glenhaven, NSW, 2156 Ph:9634-3675 Fax: 9899-5911
E: glenhaven-p.school@det.nsw.edu.au
Dear Parents and Caregivers,

Welcome back to another busy year. It’s that time of the year where I am looking for some enthusiastic volunteers who would like to be involved in a reading tutor program. This program uses the resources from Multilit and is easy to follow, prescriptive and VERY rewarding! It is run as a one on one program, whereby you will work with a student in a one to one environment for about 25 minutes, you will listen to him/her read words with accuracy, then fluency and then encourage the student to spell those words. It is a word attack program that aides development of automaticity when decoding unfamiliar words in reading and writing. All the training is provided.

For success the students need to receive a minimum of 3 sessions per week. This does not have to be by the same tutor, but we will require a number of volunteers to be able to cater for the number of students. If you would like to assist and are able to commit to an hour or more a week, please see me, (I am here on Monday to Wednesday) or leave your name and details at the office and I will be in contact with you. For all our new parents to the school it is a great way to get to meet other parents and be involved at your child’s school.

Once I have a group of volunteers I will be in contact to arrange a time to go through the program with you all.

Thank you in anticipation for your dedication and commitment to the learning programs here at Glenhaven Public School and I look forward to meeting with you all in the near future.

Warm regards,
Jacinda Burns

MOMENTS IN TIME CONCERT 2013

Copies of the photos from the 2013 concert ‘Moments in Time’ are on display in the Office foyer.

The order form for the ‘Moments in Time’ DVD and/or photo CD is attached to this newsletter.

Pop in and look at the amazing display of photos and put your orders in to purchase this wonderful record of the acts from the 2013 Glenhaven Public School concert.

Over 1,500 photos for $15-00.

Place your order and payment in the Red Mail Box in the office foyer.
P&C AGM – 18th February 2014

This meeting will start at 7.00 pm in the new school hall. Everyone is welcome to attend.

As always 2014 will be a time for change at the school and it is important that Glenhaven continues to have a strong, dedicated and focused group of parents on the P&C. I have attached a list of positions that will need to be voted on during this meeting.

If you are interested in a position or have any queries, please contact me (Narelle Browne) on 0409 463 820 or narelle.brownewline@gmail.com (please state which role you are interested in).

If there are several people interested in the president’s role, they will be required to make a short one minute speech outlining their view on the role for the coming year.

President: This person chairs the monthly meetings. They would be expected to be welcoming and provide a forum for parents to discuss issues and impartially guide discussions towards productive conclusions. They will be a signatory on the bank account. They will work closely with the Principal and staff to enable the P&C to assist with school needs and activities. Communicate with the school community through periodic bulletins, and be asked to represent the P&C at some school events.

Vice President: This person works closely with the president and will chair meetings in his/her absence. They will be a signatory on the bank account. There is no obligation to attend every meeting or be involved in every activity.

Treasurer: This person is required to have some skills in bookkeeping or have an accounting background. The treasurer attends meetings and presents a monthly reconciliation of the P&C accounts and ensures the books are reviewed independently once a year. They will be a signatory on the bank account and responsible for banking money and drawing cheques when required.

Secretary: This person attends meetings and records all business discussed. Some typing/computer skill is needed as minutes must be available for the following meeting. May need to type and send an occasional letter. This could be a shared position between two people alternating attendance at meetings.

Correspondence Secretary: This person collects P&C mail from the pigeonhole in the teacher’s staffroom. Presents mail at the meetings. May need to type and send an occasional letter. This could be a shared position between two people alternating attendance at meetings.

Class Representative: A parent to represent each class. Collect and collate information from parents for things such as class contact list. Attend P&C meetings when able. Organise a few simple social events during the year (eg morning tea, dinner). Be used as a class contact person for the Spring Fair committee. This role could be shared between two people.
ALSO

Fund Raising Committee – this year we would like to put together several people to work out how we will go about raising the money to fund the school’s “Wish List”. If you would like to be part of this committee making these decisions we would love to have you on board. No experience needed!

The Spring Fair committee

The Spring Fair is the main fundraiser during the year. It is a great day of memories for the children and everyone involved. Our school is incredibly lucky to have these funds used for updating and purchasing resources for our children. IF YOU WANT YOUR CHILDREN TO HAVE A SPRING FAIR THIS YEAR…THEN GET INVOLVED!!

Ideally, we are looking for 3 – 5 people to make up the committee. The more, the merrier. Lots of the work has already been done, with notes, databases and outlines saved for future committees to use and update if required.

Main co-ordinators: Needs 2-3 people to oversee at the top level. Includes running meetings, ordering rides/furniture/tents, etc for the fair, planning fair layout and co-ordinating with other committee members.

Sponsorship/Advertising: Needs 2 people to use database and files to send out sponsorship requests and organise various advertising requirements. Also includes picking up donations from various sponsors (as required) prior to the fair. Liaising with sponsors as required. A lot of this role can be done from home on the computer or by phone.

Stall holder co-ordinators: Ideally there should be 2 people in this role. Will need to liaise between the stall holders and the Spring Fair committee. Keep up to date with stall holders needs and requirements (ie any purchases needed, volunteer issues). A lot of this role can be done from home on the computer or by phone.

SO

Please consider whether you could attend the P&C meetings on the second Tuesday of each month or whether you are able to be part of the Fundraising or Spring Fair committee.

The more people the easier the workload and we can continue to keep Glenhaven ‘THE PLACE TO BE’

Remember to let me know if you are interested in any of the above positions or have any queries.

I look forward to seeing you at the AGM

P & C 2013 Wrap-Up Meeting 7pm Tuesday 11th February
2014 AGM 7pm Tuesday 18th February
ALL POSITIONS OPEN (in the school hall)

Need – Uniform Shop Co-ordinator

This position requires 2-3 hours of time per week. You can open whichever day suits you or can share the job with someone else. Volunteers already working and the whole system is now computerised point of sale.

Narelle Browne
Canteen Capers

Don’t forget your Valentine’s Treat Day on Friday. Orders must be in Big Red’s mail box by Wednesday or on Flexischools by 9.30am Thursday. See note below:

VALENTINES TREAT DAY

“Love Is In The Air”

“Love is in the air everywhere you look around”. So why not do a bit more loving at Glenhaven Public School “The Only Place To Be” on Valentine’s Day Friday 14th February.

You can order your loved one a delicious Raspberry Jelly Cup and Heart Lolly Pop for only $2.00. This is for Recess only.

The way to their heart is through their stomach!

Orders can now be made through Flexischools, the cut off is Thursday 13th at 9.30am.

If you haven’t registered with Flexischools yet, you can place your order in Big Reds mail box by Wednesday 12th February.

Some parents have had trouble ordering, try again it is definitely on Flexischools. New year – in a rut already, take advantage of our service. Give yourself little bit more time in the morning and order your children’s lunches on Flexischools in the morning and everyone’s happy – easy as pie!

Loving that canteen feeling this week are:

- Tues 11th – Cindy Edwards, Gail Cobb
- Wed 12th – Kim Heasman, Lilly Tsigounis
- Thurs 13th – Fran Etherington, Keli Roberts-Frost, Jasmin Dowdeswell
- Fri 14th – Donna Lowe, Rachel Hanigan, Simone Ridley, Nicole Matalavea
- Mon 17th – Angela Bevan, Sue Nichols

Thanks,
Big Red
Community News

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Weight Loss for Real People - Weight loss solution that works.
Thursday Evening Yoga Group - by Keri Yoga
Remedial Massage, Aromatherapy Massage and Swedish Massage with Leonie Towsen.

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(not applicable for Yoga or Massage)

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