

Principal's Message

Our fantastic start to 2018 has continued. We could not be happier with the staff and students of our College. They have hit the ground running! Students are focused on their studies in class, and the learning environment is calm and respectful. Please encourage your children to maintain this approach. Over the past week I have been completing some facilities walks of the school to identify areas for improvement. We are making immediate plans to improve the toilet facilities across the entire school, as well as establish new facilities for the Athlete Development Program. We are also creating a plan for improving the landscaping and seating around the school, and will be giving ownership to student groups to design and/or construct certain areas. I also met with the Kambrya Parents and Friends group on Monday evening for a few hours to hear their plans for 2018. It was a fantastic discussion. If any parents are interested in joining, please contact the front office for details. On Wednesday night we also had our first school council meeting for 2018. This meeting marked the closing of the 2017 school council, and our next meeting in March will convene the newly elected members. I would like to publicly acknowledge and thank former parent Kim Lipari, who served the Kambrya College community through the school council for many years. Both of Kim's lovely children have now graduated from the College and are excelling in their studies/careers. Her contributions to the College will be sorely missed. I would also like to publicly thank the fantastic staff of Kambrya, from the front office and administration teams, to the teachers and heads of department/student managers. Your collaborative efforts have made the start of 2018 very smooth. Wishing all families, a lovely weekend.

Kind Regards

Keith Perry
Principal

Key Dates

2018

All School Calendar dates now appear on Compass - we strongly encourage all parents to check for upcoming events through Compass, click on the Calendar Tab, then Public Whole School Calendar, you are able to view in Week or Month format

Wednesday 14th Feb - Friday 16th Feb
Yr 12 Lord Somers Camp

Thursday 15th February
Student Photos (catch up day)

Monday 19th February
Yr 7 Immunisations

Tuesday 27th February
Whole School Swimming Carnival

Monday 12th March
Labour Day - PUBLIC HOLIDAY

Wednesday 28th March
Parent Teacher Student Conferences
STUDENT FREE DAY
Students are encouraged to attend PTSC with their parents

Thursday 29th March
Whole School - School Cross Country Day
LAST DAY of Term 1 - Dismissal at 2.30pm

Monday 16th April
First Day of Term 2

Thursday 19th April
Whole School Athletics Carnival

Teaching and Learning

Our later years students have completed validation tests and are now approaching SACs for a lot of their subjects. Good luck to all the students with all of your assessments. Students in years 7-10 are also currently working hard at CATs and preparation for upcoming assessments. Parents, please ensure you have engaged with these tasks on Compass. Please ensure you are logging on regularly to Compass to engage in your children's learning.

Year 12 study camp

Our year 12 students head out next week for their study camp at Lord Somers camp. The focus of this camp is to establish inspiration for Year 12 success, as well as strong resilience skills in the areas that they may find challenging. We hope all students find the experience both enjoyable and informative.

Swimming Carnival

Our annual whole school swimming carnival day is fast approaching. It is being held at Noble Park complex this year, and we hope this will maximise participation, as it has a 25m pool for us to have our events in. The details for this have been sent to everyone through email and the permission form is available on Compass. We ask everyone to log on to Compass and provide us with permission for your child to attend ASAP. We need this information as soon as possible so we can ensure we are allowed to have your child attend the event.

School Council Elections

The school council election for parent members is currently taking place. Attached is the documentation for nomination. We encourage people to consider this opportunity and play a part in the governance of the school.

Important Safety Messages for Parents:

Helmets

Students who are riding bikes, skateboards or scooters to school must wear a helmet. This is non-negotiable. It is the law, and it is to ensure student safety. Please ensure that your child has an adequate helmet, and that you enforce this expectation. Student's caught without a helmet will have their bike/skateboard/scooter confiscated for parent pick up. This is to ensure that we meet our duty of care to the safety of your child.

Car Parking

Parents please be aware that the carpark in the school is for staff only and no student drop off or pick up should occur here at all. At times the gate may be open due to the construction site, however please ensure that you do not park in this carpark. Due to the construction site, our staff carparks are limited and we can only just accommodate for staff numbers.

Entering the school grounds

Parents please be aware that we cannot have parents on the school grounds at any time during the school day, including before or after school. Should you need to come into the school for any reason you are required to sign in using the Compass Kiosk at reception. Please ensure you are not on the grounds without permission.

Contacting Students in Class time

A reminder that students are not allowed to use their mobile phones during class time. They must be switched off. Should you need to pick up your children for any reason, please contact the front office and we will arrange it through the teacher of the class. It will be even more efficient for you if you plan ahead by communicating with the office or sub-school leaders. We have included the bell times of the school day in this bulletin, so if you need to contact your children it can be done outside of class time, without the need for your child to use their phone inappropriately.

Student Accident Insurance, ambulance cover arrangements and private property brought to school

The Department of Education (DET) does not provide personal accident insurance or ambulance cover for students. Parents and guardians are responsible for paying the cost of medical treatment for injured students, including the cost of ambulance attendance or transport as well as any other transport costs.

It is the responsibility of parents or guardians to consider their preferred options in this regard. DET and Kambrya College cannot provide advice to parents or guardians on the purchase of individual student accident policy or ambulance cover.

In addition, private property brought to school by students, staff or visitors is not insured and DET / Kambrya College does not accept any responsibility for any loss or damage. This can include (but not limited to) mobile phones, calculators, sporting equipment, laptops and cars parked on school premises.

Schools' Privacy Policy

The Schools' Privacy Policy informs the school community that information about students can be shared to fulfil the schools' core functions of educating and supporting our students.

The Schools' Privacy Policy establishes a clarified 'need to know' framework, where school staff share information about students with out staff who need to know as part of their role. This is consistent with Victorian privacy law.

For more information please go to:

<http://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx#link10>

School Bell Times

Bell Times

Mondays, Tuesdays, Thursdays & Fridays

Time	Event
8.50am	Locker Bell
9.00am	Home Group / Roll Call
9.10am	Period 1
10.00am	Period 2
10.50am - 11.10am Recess	
11.10am	Locker Bell
11.15 am	Period 3
12.05pm	Period 4
12.55 – 1.40pm Lunch	
1.40pm	Locker Bell
1.45pm	Period 5
2.35pm	Period 6
3.25pm Dismissal	

Wednesdays (42 minute periods)

Time	Event
8.50am	Locker Bell
9.00am	Period 1 / Roll Call
9.42am	Period 2
10.24am – 10.44am Recess	
10.44am	Locker Bell
10.50 am	Period 3
11.32am	Period 4
12.14pm – 1.00pm Lunch	
1.00pm	Locker Bell
1.05pm	Period 5
1.48pm	Period 6
2.30pm Dismissal	

School Council Election 2018

SCHEDULE 4: NOTICE OF ELECTION AND CALL FOR NOMINATIONS

Dear Parents/Guardians,

An election is to be conducted for members of the 2018 Kambrya College School Council. I warmly invite all parents to consider nominating. Parents/guardians may self-nominate or nominate others.

When considering a nomination to be a School Council Member, please ensure that you/the nominee will be available to attend the School Council Meetings. Meetings commence at 6:00pm, and are scheduled as follows in 2018: 7th March, 9th May, 13th June, 8th August, 12th September, 17th October, 14th November and 12th December.

Timeline

8th February (Thurs) – Nomination forms emailed to all parents and posted on website. Text messages sent home alerting all parents. Attached to this notice are:

- Schedule 5A – Self-Nomination Form for Parent Member Category
- Schedule 5B – Nomination Form for Parent Member Category

19th February (Mon) – All nomination forms, including “*Statements from Candidates*” (see attached) **must** be lodged at the school front office or by email (kambrya.co@edumail.vic.gov.au) by 4:00pm. Forms lodged in person at the front office will be confirmed with a receipt.

Forms may not be submitted by postal service or be lodged with teachers.

20th February (Tues) – Nominations are collated. If the number of nominations exceeds the number of vacancies, a ballot will be called and ballot papers will be prepared for distribution to parents/guardians. A list of candidates will be posted visibly at the front office.

By 26th February (Mon)– Ballot papers, including *Statements from Candidates* will be distributed home via students to parents/guardians.

5th March (Mon) – Ballot will close. All ballot papers must be returned to the front office by 4:00pm. Parents/guardians/students must return ballot papers directly to front office, **not via their teachers**. Ballot papers will be counted as per DET guidelines. Candidates will be contacted regarding results.

7th March (Wed) – New school councillors will be inducted at School Council meeting at 6:00pm.

The terms of office, membership categories and number of positions in each membership category open for election are as follows:

MEMBERSHIP CATEGORY	TERM OF OFFICE	NUMBER OF POSITIONS
Parent member	9 th February 2018 to and inclusive of the date of the declaration of the poll in 2020.	3
DET employee member	9 th February 2018 to inclusive of the date of the declaration of the poll in 2020.	2

If the number of nominations is less than the number of vacancies, a notice to that effect and a call for further nominations will be posted at the front office.

Kind regards,

Keith Perry
Principal

School Council Elections - Information for Parents

WHAT IS A SCHOOL COUNCIL AND WHAT DOES IT DO?

All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the key directions of a school within statewide guidelines. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

WHO IS ON THE SCHOOL COUNCIL?

For most school councils, there are three possible categories of membership:

- A mandated elected Parent category – more than one-third of the total members must be from this category. Department of Education and Training (DET) employees can be Parent members at their child's school as long as they are not engaged in work at the school.
- A mandated elected DET employee category – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically one of these members.
- An optional Community member category – members are coopted by a decision of the council because of their special skills, interests or experiences. Department employees are not eligible to be Community members.

Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

WHY IS PARENT MEMBERSHIP SO IMPORTANT?

Parents on school councils provide important viewpoints and have valuable skills that can help shape the direction of the school.

Those parents who become active on a school council find their involvement satisfying and may also find that their children feel a greater sense of belonging.

DO I NEED SPECIAL EXPERIENCE TO BE ON SCHOOL COUNCIL?

Each member brings their own valuable life skills and knowledge to the role. Councilors may need to develop skills and acquire knowledge in areas that are unfamiliar to them. What you do need is an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

HOW CAN YOU BECOME INVOLVED?

The most obvious way is to vote in the elections, which are held in Term one each year. However, ballots are only held if more people nominate as candidates than there are positions vacant.

In view of this, you might consider

- standing for election as a member of the school council
- encouraging another person to stand for election.

WHAT DO YOU NEED TO DO TO STAND FOR ELECTION?

The principal will issue a Notice of Election and Call for Nominations following the commencement of Term one each year. All school council elections must be completed by the end of March unless the usual time line has been varied by the Minister.

If you decide to stand for election, you can arrange for someone to nominate you as a candidate or you can nominate yourself in the Parent category.

Department employees whose child is enrolled in a school in which they are not engaged in work are eligible to nominate for parent membership of the school council at that school.

Once the nomination form is completed, return it to the principal within the time stated on the Notice of Election. You will receive a Nomination Form Receipt in the mail following the receipt of your completed nomination.

Generally, if there are more nominations received than there are vacancies on council, a ballot will be conducted during the two weeks after the call for nominations has closed.

SCHOOL COUNCIL ELECTIONS

SCHEDULE 5A: SELF-NOMINATION FORM FOR PARENT MEMBER CATEGORY

I wish to declare my candidacy for an elected position as a parent member on the

..... school council.

Name :

Residential address:

Contact phone (mobile or landline):

Email:

I am the parent/guardian of who is/are currently enrolled at this school.

I am an employee of the Department of Education and Training but not engaged in work at and for the school

Yes / No (please circle)

I am prepared to serve as a Parent member of the above-named school council. I hereby declare that I am not:

- an undischarged bankrupt
- of unsound mind
- currently serving a sentence for an indictable offence; or
- a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.

Signature of Candidate Date / /

You will be notified when your nomination has been received.

Personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable).

Further, the name, membership category, gender, term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the principal on

If you choose not to give some or all of the information requested your nomination may not be accepted. If you have any queries about the school council nomination process, please contact the principal.

SCHOOL COUNCIL ELECTIONS

SCHEDULE 5B: NOMINATION FORM

FOR PARENT MEMBER CATEGORY

I wish to nominate..... for an elected position as a parent member on the..... school council.

CANDIDATE'S DETAILS

Name.....

Residential address.....

Contact phone (mobile or landline).....

Email.....

I am the parent/guardian of..... who is/are currently enrolled at this school.

The person I have nominated is the parent/guardian of..... who is/are currently enrolled at this school.

The person I have nominated is an employee of the Department of Education and Training but not engaged in work at and for the school.

Yes / No (please circle)

Name of Nominator.....

Signature of Nominator..... Date...../...../.....

CANDIDATE TO COMPLETE:

I accept the nomination and I am prepared to serve as a Parent member of the above-named school council. I hereby declare that I am not:

- an undischarged bankrupt
- of unsound mind
- currently serving a sentence for an indictable offence
- a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.

Signature of Candidate..... Date...../...../.....

You will be notified when your nomination has been received.

Personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate and to nominate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable).

Further, the name, membership category, gender, term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the principal on.....

If you choose not to give some or all of the information requested your nomination may not be accepted. If you have any queries about the school council nomination process, please contact the principal.