



# Eaglehawk Primary School

Church Street, Eaglehawk 3556

5446 3722

0497113907

[eaglehawk.ps@education.vic.gov.au](mailto:eaglehawk.ps@education.vic.gov.au)

[Eaglehawk Primary School](#)

[www.eaglehawkps.vic.edu.au](http://www.eaglehawkps.vic.edu.au)

We acknowledge the Dja Dja Wurrung people who are the Traditional Custodians of this land.  
We pay respect to the Elders both past and present of the Kulin Nation  
and extend that respect to other Aboriginal people.



## NEWSLETTER

Eaglehawk Primary School is committed to the safety and wellbeing of children and young people.

### 3rd February, 2023

#### 2023 Calendar

Monday 13 <sup>th</sup> February	2pm School Council
Friday 17 <sup>th</sup> February	Grades Prep-6 'Get-to-know-you' Interviews Parent/carer/student/teacher
Friday 24 <sup>th</sup> February	Grades 1-6 Hockey clinics
Wednesday 1 <sup>st</sup> March	Prep first full day at school
Wednesday 1 <sup>st</sup> – Friday 3 <sup>rd</sup> March	Grades 5-6 Malmsbury Camp
Monday 13 <sup>th</sup> March	Labour Day Public Holiday
Friday 17 <sup>th</sup> March	National Day against bullying
Saturday 18 <sup>th</sup> March	Dahlia & Arts 50 <sup>th</sup> anniversary (theme – GOLD)
Thursday 6 <sup>th</sup> April	1.15pm end of term 1
Friday 9 <sup>th</sup> April	Good Friday/School Holidays

#### 2023 Term dates

Term 1 - Monday January 30<sup>th</sup> – Thursday April 6<sup>th</sup>

Term 2 - April 24<sup>th</sup> – June 23<sup>rd</sup>

Term 3 - July 10<sup>th</sup> – September 15<sup>th</sup>

Term 4 - October 2<sup>nd</sup> – December 20<sup>th</sup>

A warm welcome to all families (both new and returning) to the 2023 year at Eaglehawk Primary School. Thank you for choosing us. We look forward to working with you to ensure your child/children have a great year. We believe that when we all work together we can achieve great things.

A big thank you to staff who have been very busy organising their classrooms ready for the year. There have been many hours of organisation and preparation to ensure a smooth and successful start to the year.

*"Together we grow and learn"*

## Newsletter

The school newsletter is the main form of communication between school and home and contains important information. This year the newsletter go home most Fridays with the youngest in the family. Spare copies are available from the front office if you don't receive one or alternatively you it can be emailed (Please email [eaglehawk.ps@education.vic.gov.au](mailto:eaglehawk.ps@education.vic.gov.au) to let us know the email to send it), or read on the website [Eaglehawk Primary School \(eaglehawkps.vic.edu.au\)](http://Eaglehawk Primary School (eaglehawkps.vic.edu.au))

## Facebook

Please check our Facebook page for updates. As well as the main public Facebook page, each team will have a closed Facebook with messages particular to your class. If you are not a member please contact or email your child's teacher.

## Preps

Just a reminder preps attend until 1pm each day for February. Wednesday 1<sup>st</sup> March they will begin full days.

## Staffing

Below are staff emails so you can contact them directly or via the school phone 54463722

Office staff: Sally (Monday - Thursday) & Hayley (Tuesday & Friday)

Prep: Sophie ([sophie.beamish@education.vic.gov.au](mailto:sophie.beamish@education.vic.gov.au)) & Monique ([monique.bowen@education.vic.gov.au](mailto:monique.bowen@education.vic.gov.au))

Grade 1/2 team: Ellie ([ellie.bruce@education.vic.gov.au](mailto:ellie.bruce@education.vic.gov.au)) & Amber ([amber.resta@education.vic.gov.au](mailto:amber.resta@education.vic.gov.au))

Grade 3/4 team: Jess ([jessica.cowell@education.vic.gov.au](mailto:jessica.cowell@education.vic.gov.au)) Stacey ([stacey.kingdon@education.vic.gov.au](mailto:stacey.kingdon@education.vic.gov.au))

Grade 4/5/6 team: Tayla ([tayla.rutherford@education.vic.gov.au](mailto:tayla.rutherford@education.vic.gov.au)) & Nick ([nicholas.kastellorizios@education.vic.gov.au](mailto:nicholas.kastellorizios@education.vic.gov.au))

### Leadership team:

Rhys (Wellbeing, Disability & Inclusion) [rhys.barri@education.vic.gov.au](mailto:rhys.barri@education.vic.gov.au) ,

Tracey (teaching & learning) [tracey.anderson2@education.vic.gov.au](mailto:tracey.anderson2@education.vic.gov.au)

Fiona (principal) [fiona.lindsay@education.vic.gov.au](mailto:fiona.lindsay@education.vic.gov.au)

Classroom support: Brooke & Kat, Garden: Wah Heh

### Specialists

Art – Jasmine [jasmine.cordy@education.vic.gov.au](mailto:jasmine.cordy@education.vic.gov.au)

Music/Choir/Circus: Sharon [sharon.runnalls-shanahan@education.vic.gov.au](mailto:sharon.runnalls-shanahan@education.vic.gov.au)

Physical Education: Josh [joshua.weymouth@education.vic.gov.au](mailto:joshua.weymouth@education.vic.gov.au)

Chinese: Ivy

Library–Mary&Hayley [hayley.smits@education.vic.gov.au](mailto:hayley.smits@education.vic.gov.au)

## Booklists

Thank you to all families that have ordered booklists. The school has Centrepay and card facilities if you would like to make a curriculum contribution rather than organise the booklist. Please contact the office if you have any questions.

## Friday 17<sup>th</sup> February – Get to Know You meetings

This is a great opportunity for families, students and teachers to meet and share valuable information and set term 1 goals. On this day students come in school uniform and only attend during their interview time.

## **Camps, Sports & Excursion Fund applications**

The Camps, Sports and Excursions Fund helps eligible families to cover the costs of school trips, camps and sporting activities.

If you have a valid means-tested concession card, such as a Veterans Affairs Gold Card, Centrelink Health Care Card or Pensioner Concession Card, or are a temporary foster parent, you may be eligible. There is also a special consideration category for asylum seeker and refugee families.

Payment amounts this year are \$125 for eligible primary school students. Payments are made direct to the school to use towards expenses relating to camps, excursions and sporting activities for the benefit of your child.

It is important that funding made available in 2023 supports students to participate in school trips, camps and sporting activities this year rather than being held for future years. This funding can also be used with any funding remaining from previous years. Please note these activities will only take place if they meet COVID Safe requirements.

If you applied for CSEF through our school last year, you do not need to complete an application form this year, unless there has been a change in your family circumstances.

If you would like to apply for the first time, please contact the school office on 54463722 for an application form.

You can also download the form, and find out more about the program and eligibility, on the Department of Education and Training's [Camps, Sports and Excursions Fund web page](#).

Check with the school office if you are unsure, and please return completed forms to the school office as soon as possible.

## **School Council**

The first meeting for 2023 will be on Monday 13<sup>th</sup> February at 2pm in the staffroom. School Council Elections 2023 School Council membership is a great way for parents/carers to become involved in the governance of the school. The Council meet twice a term. The Annual General Meeting for Eaglehawk Primary School Council will be held on Monday 20<sup>th</sup> March at 2pm followed by a normal School Council meeting. There are 3 Parent vacancies for a period of 2 years. There is 1 DET vacancies by rotation for a two year term. Any interested parents are urged to nominate for School Council.

Retiring in 2023 Election Parent Member: Cara Thomson, DET Member: Rhys Barri. On behalf of the School Council, I would like to extend thanks to the retiring members who have made valuable contributions to School Council. From Monday 6<sup>th</sup> February, nomination forms for the 2023 elections will be available from the office. Parents and DET staff have the opportunity to either be nominated or self-nominate. Nominations are to be lodged at school no later than Monday 13<sup>th</sup> February at 4pm. A ballot (if required) will commence on Monday 20<sup>th</sup> February and close on Monday 27<sup>th</sup> February at 4pm. Information packs and nomination forms can be collected from the office. Please do not hesitate to come and have a chat if you have any questions regarding School Council.



## Staying safe from mosquitoes

Recent wet and warm weather has increased mosquito breeding. Mosquitoes can carry diseases that may be passed on to people through mosquito bites. A range of mosquito-borne diseases have recently been detected in mosquitoes in northern Victoria. Mosquito-borne diseases can cause serious illness, including infections of the brain, with children particularly at risk.

### The best way to prevent mosquito-borne diseases is to avoid mosquito bites.

In line with community health advice, families can protect against mosquito bites by:

using insect repellent that contains picaridin or DEET on all exposed skin if outdoors when mosquitoes are observed, from October to March

wearing long, loose-fitting clothing outdoors if possible if mosquitoes are around and covering exposed skin as much as possible. Summer school uniforms, including polos and shorts, can continue to be worn, but students should use insect repellent on exposed skin if mosquitoes are active

limiting outdoor activity when mosquitoes are active.

### Further information

A [handy guide](#) to help protect you and your family from mosquito-borne disease

Better Health Channel [information about preventing mosquito-borne diseases](#).

## Plastic pollution harms our health, wildlife, and the environment

From 1 February 2023, problematic single-use plastics will be banned from sale or supply in Victoria



The ban applies to single-use plastic drinking straws, cutlery, plates, drink stirrers and cotton bud sticks made from conventional, degradable, and compostable plastics. The ban also applies to food service items and drink containers made from expanded polystyrene.

People who need single-use plastic drinking straws due to a disability or for a medical need can still purchase and use these items.

The Victorian Government has engaged the National Retail Association to assist businesses and organisations understand and prepare for the upcoming ban. The NRA will visit 3000 businesses across Victoria, develop resources, hold information sessions, and provide a toll-free hotline and mailbox.



## ENVIRONMENT & SUSTAINABILITY UPDATE

### *Pack waste free food*



#### ✓ **PACK**

- Snacks in reusable containers
- Drinks in reusable bottles
- Reusable utensils
- A reusable lunch box



#### ✗ **AVOID**

- Lunches packed in plastic bags, cling film or foil
- Disposable drink bottles, cans and boxes
- disposable forks and spoons
- Pre-packaged lunches or single serve items

# RESPECTFUL RELATIONSHIPS & SCHOOL WIDE POSITIVE BEHAVIOUR



## SCHOOL UPDATE:

This week our Respectful Relationships topic is Emotional Literacy (P-6)



### Topic 1: Emotional Literacy

Emotional literacy is the ability to understand ourselves and other people. It focuses on recognising, expressing and managing emotions. Emotional literacy is key to building empathy and self-awareness.

## FAMILY TALK:

Try this activity at home to support your child's learning at school. Walking, driving or bus rides on the way to or from school is a great opportunity for a chat.

### Topic 1: Emotional Literacy



Goal: Understanding our emotions.

**Activity 1:** As a family, name the different emotions that characters in your favourite TV show or story book are feeling. How many can you name? Ask: *How can we work out what emotions other people are feeling?*

## CLASS RRRR/SWPBS UPDATE – WHOLE SCHOOL

This week all classes across the school are revisiting our school values and expected behaviours. They are beginning to develop their own classroom rules and expectations together as a class.

## SWPBS MATRIX



CARING LEARNING COMMUNITY

HONESTY RESPECT

# SWPBS MATRIX



**Eaglehawk**  
Primary School

## ALL SPACES

### BE

#### RESPECTFUL

- We follow instructions the first time
- We put our rubbish in the bin
- We use school appropriate language
- We keep our hands and feet to ourselves
- We return things to where they belong
- We play in a space where it is safe and a teacher can see us at all times
- We have permission before leaving the designated play area/classroom
- We try all activities

### BE COMMUNITY

#### MINDED

- We use our manners
- We take turns
- We include others
- We play fairly and safely
- We wear our school uniform with pride
- We notice when someone is being unkind or unsafe and let an adult know

## EATING SPACES

### BE

#### RESPECTFUL

- We sit down until dismissed
- We only eat in designated areas
- We only eat our own food.

### BE COMMUNITY MINDED

- We put our lunch box in my class basket

## POPPY

- We say hello to the person not Poppy
- We give lots of space when passing Poppy
- We keep moving and don't crowd Poppy
- We ask permission to pat Poppy, and accept the answer

## TOILETS

### BE

#### RESPECTFUL

- We wait outside for our friends
- We wash our hands

### BE COMMUNITY MINDED

- We leave the toilet clean
- We tell an adult if the toilets are unclean
- We let everyone have their privacy

## PLAY SPACES

### BE

#### RESPECTFUL

- We respect the creations of others in the sandpit

### BE COMMUNITY

#### MINDED

- We keep sand in the sandpit
- We return borrowed sports equipment

## ASSEMBLY

### BE

#### RESPECTFUL

- We listen to the speaker
- We stand up straight with our hands by our side during the National Anthem
- We sit in our designated area.

### BE COMMUNITY

#### MINDED

- We sing in a clear voice, the correct words of the National Anthem
- We celebrate appropriately
- We stand up quickly and quietly

## LINING UP & TRANSITIONS

### BE

#### RESPECTFUL

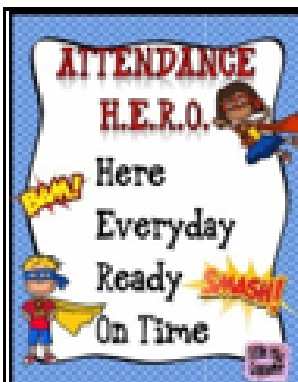
- We face the front
- We hold toys and equipment
- We walk quietly between spaces.

### BE COMMUNITY

#### MINDED

- We stay in line
- We walk our bike or scooter through the yard
- We are prompt at bell times





## Eaglehawk Primary School Attendance Week 1 of Term 1

**94% total** school wide attendance!!!

The class with the best attendance was  
½ Ellie with 96%!!!!!!!!!!!!



Class	Whole class attendance %	H.E.R.O Letters received	H.E.R.O awards
Prep- Monique/Sophie	94%	H.	
Grade 1/2 - Amber	95%	H.	
Grade 1/2 - Ellie	96%	H.	
Grade 3/4 - Jess	90%	H.	
Grade 3/4 - Stace	95%	H.	
Grade 4/5 - Tayla	95%	H.	
Grade 5/6 - Nick	94%	H.	

If you have any concerns around attendance please see Mr Barri  
Thank you



# Save The Date!!

## 19th February 2023!

**11am**  
**@ Truscott Reserve**

**Entertainment!**

**U6's-U16's**

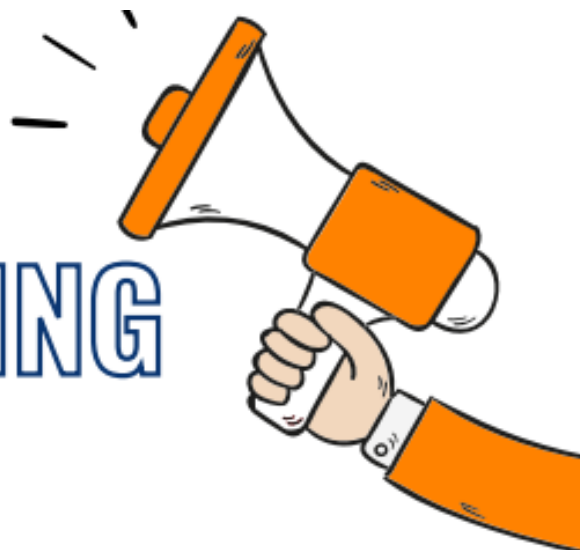
**Come, Try, Meet New Friends & Have FUN!!**

**Games!! Sausage Sizzle**

**Bring The Family!!**

For More Information -  
[admin@fceaglehawk.com.au](mailto:admin@fceaglehawk.com.au)

# CASEA IS COMING



The CASEA (CAMHS and Schools Early Action) Program is part of Bendigo Health and will be working in our school in 2023.

CASEA is an early intervention program to help children develop ways to manage strong emotions (such as worry or anger), improve their social and emotional development, promote positive behaviour and problem solving.

The CASEA team will be working with our school offering parent/carer information and support sessions, working with teachers and the whole school community.

There is also a small group part of the program designed for children in foundation to grade 3 and their parents/caregivers.

The program is free for your family and also the school.

If you would like more information about the program please contact:

- Caroline Lees - Bendigo Health CASEA Coordinator - 5440 6506
- Or speak with Fiona Lindsay or Rhys Barri.





# Privacy Collection Notice

Information for students, parents and carers

The Department of Education (the department) values your privacy and is committed to protecting the personal and health information that schools collect.

All school staff must comply with Victorian privacy law and the [Schools' Privacy Policy](#). This notice explains how the department, including Victorian government schools (schools), handles personal and health information. On occasion, specific consent will be sought for the collection and use of information, for example, for a student to receive a health service. Our schools are also required by legislation, such as the *Education and Training Reform Act 2006*, to collect some of this information.

Throughout this notice, 'staff' includes principals, teachers, student support service officers, youth workers, social workers, nurses and any other allied health practitioners, and all other employees, contractors, volunteers and service providers of the school and the department.

On enrolment, and during the ordinary course of a student's attendance at a school, schools will collect information about students and their families for the following purposes:

- educating students
- supporting students' social and emotional wellbeing, and health
- fulfilling legal obligations, including duty of care, anti-discrimination law and occupational health and safety law
- communicating and engaging with parents
- student administration
- school management
- supporting policy in relation to student education and wellbeing.

If this information is not collected, schools may be unable to provide optimal education or support to students or fulfil legal obligations.

For example, our schools rely on parents to provide **health information** about any medical condition or disability that their child has, medication their child may take while at school, any known allergies and contact details of their child's doctor. If parents do not provide all relevant health information, this may put their child's health at risk.

Our schools also require current, relevant information about all **parents and carers** so that schools can take account of safety concerns that affect their children. Parents should provide schools with copies of all current parenting plans and court orders about or that affect their children and provide updated copies when they change.

When parents enrol their child in primary school, they will be asked to provide personal and health information in several ways, including via the Enrolment Form, the [School Entrance Health Questionnaire](#) (SEHQ) and the [Early Childhood Intervention Service](#) (ECIS) Transition Form.

The **Enrolment Form** is used to collect information that is essential for the purposes listed above, and requests information such as:

**Emergency contacts** – Individuals parents nominate for a school to contact during an emergency. Parents should ensure that their nominated emergency contact agrees to their contact details being provided to the school and that they understand their details may be disclosed by the department if lawful, e.g. in the case of emergency communications relating to bush fires or floods.

**Student background information** – Information about country of birth, Aboriginal or Torres Strait Islander origin, language spoken at home and parent occupation. This information enables the

department to allocate appropriate resources to schools. The department also uses this information to plan for future educational needs in Victoria and shares some information with the Commonwealth government to monitor, plan and allocate resources.

**Immunisation status** – This assists schools to manage health risks and legal obligations. The department may also provide this information to the Department of Health and Department of Families, Fairness and Housing to assess immunisation rates in Victoria, but not in a way which identifies students.

**Visa status** – This is required to process a student's enrolment.

All schools may use departmental systems and online tools such as apps and other software to effectively collect and manage information about students and families for the purposes listed above.

When schools use these online tools, they take steps to ensure that student information is secure. If parents or carers have any concerns about the use of these online tools, please contact the school.

School staff will only share student and family information with other school staff who need to know to enable them to educate or support the student as described above. Information will only be shared outside the school (and outside the department) as required or authorised by law, including where sharing is required to meet duty of care, anti-discrimination, occupational health and safety, and child wellbeing and safety obligations. The information collected will not be disclosed beyond the school and department without parent consent unless such disclosure is lawful.

When a student transfers to another school (including Catholic, independent and interstate), personal and/or health information about that student may be transferred to the next school. Transferring this information is in the best interests of the student and assists the next school to provide the best possible education and support to the student. For further detail about how and what level of information is provided to the next school, refer to the: [Enrolment: Student transfers between schools](#)

Schools only provide school reports and ordinary school communications to students, parents, carers or others who have a legal right to that information. Requests for access to other student information or by others must be made by lodging a [Freedom of Information](#) (FOI) application.

To update student or family information, parents should contact their school.

For more information about how schools and the department collect and manage personal and health information, or how to access personal and health information held by a school about you or your child, refer to the: [Schools' Privacy Policy](#)

# SCHOOLS' PRIVACY POLICY

## INFORMATION FOR PARENTS

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 other staff who need to know as part of their role. This is consistent with Victorian privacy law.

### Who does the policy apply to?

The policy applies to all central, regional and school staff including principals, teachers, visiting teachers, administration staff, social workers, wellbeing staff, youth workers, nurses, Student Support Service officers (SSSOs) and all other allied health practitioners. This means the 'need to know' framework below also applies to all school staff, whether employees, service providers (contractors) and agents (whether paid or unpaid) of the Department.

### Need to know

All school staff can, and must, share information about a student with other staff who 'need to know' that information to enable the school to:

- **educate** the student (including to plan for individual needs or address barriers to learning)
- **support** the student's social and emotional wellbeing and health
- fulfil legal obligations, including to:
  - take reasonable steps to reduce the risk of **reasonably foreseeable harm** to the

student, other students, staff or visitors (duty of care)

- make **reasonable adjustments** for a student's disability (anti-discrimination law)
- provide a **safe and secure workplace** (occupational health and safety law).

Please note: the Child and Family Violence Information Sharing Schemes allow prescribed organisations to share confidential information with each other to promote the wellbeing or safety of children, or to assess or manage family violence risk. Victorian schools and a range of other Victorian services fall under these schemes. For more information, refer to:

<https://www.vic.gov.au/information-sharing-schemes-and-the-maram-framework>.

### Who decides who 'needs to know'?

Subject to the principal's direction, each staff member decides who needs to know specific, relevant information about a student, based on the 'need to know' framework.

Sharing relevant information with other staff who 'need to know' is very different from idle conversation or gossip.

School staff are entrusted with a large amount of important information about students. Staff must treat all such personal and health information sensitively and respectfully, and not share it other than on this 'need to know' basis.

### What information and records can be transferred to a student's next school?

When a student has been accepted at, and is transferring to or from, another school (Victorian government, non-government and/or interstate), the current school transfers information about the student to the new school. This information may include copies of the student's school records, including any health, wellbeing or safety related information.

Parental consent is not required to transfer this information between Victorian government schools but must be obtained when the student is transferring to or from Victorian non-government schools, including Catholic schools or interstate schools.



Principals (or authorised representatives) determine what information to provide to the next school based on the 'need to know' framework:

*What information does the next school 'need to know' to properly educate or support the student, and fulfil the school's legal obligations?*

## 'NEED TO KNOW' framework

### Duty of care

A school's duty of care to students means that a principal or other member of the leadership team needs to know about any **reasonably foreseeable risk of harm to anyone** because of the student's behaviour, disability, family circumstances or any other relevant circumstances related to the student.

So, for example, if there is a reasonably foreseeable risk to anyone because the student:

- displays violent behaviours
- is a victim or perpetrator of bullying, assault or age-inappropriate sexualised behaviours
- has emotional, wellbeing or self-harm issues

then staff must **tell the principal** (or other member of the school leadership team).

The principal will then share relevant information with any other staff member that needs to know because they work with, or supervise, the student. Staff must provide the principal with enough relevant information required to adequately fulfil their own duty of care – so that the principal can fulfil their duty of care too.

Importantly, when there is a reasonably foreseeable risk of harm, staff should act on that information and share the information with other staff who 'need to know', even if the student or parent asks that information not be shared.

### Anti-discrimination law

A school's obligation to provide **reasonable adjustments** for students with disabilities (regardless of whether they are eligible under the Program for Students with Disabilities) means that relevant information about a student's disability

and their needs must be shared with all staff who work with or supervise that student.

This is required to enable the school to make properly informed decisions about what adjustments are reasonable, and then to implement those adjustments.

This may also be required to meet the duty of care to that student (for example, a student with a medical condition who may require treatment).

This means that relevant information must be shared with all staff who work with or supervise that student, to enable them to:

- understand the student's disability and how it affects their learning and social or emotional wellbeing
- implement reasonable adjustments at school, including understanding all recommendations made by the student's treating practitioners.

The relevant school policies are followed by school staff when engaging with parents, such as wellbeing and behaviour policies. Go to your school's website for relevant policies.

School staff are available to provide further information about school policies and handling of personal information or contact the DET Privacy Officer at [privacy@education.vic.gov.au](mailto:privacy@education.vic.gov.au).

# Fact sheet 1: 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 broad direction of a school, in accordance with Ministerial Order 1280 Constitution of Government School Councils, and the *Education and Training Reform Act 2006*. In doing this, a school council may directly influence the quality of education for students.

## Who is on the school council?

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

**A mandated elected parent member category** – more than one-third of the total members must be from this category according to Ministerial Order 1280. Department employees can be parent members at their child's school providing that they are not engaged in work at the school.

**A mandated elected school employee member category** – members of this category make up no more than one-third of membership. The principal of the school is automatically one of these members.

**An optional community member category** – members are co-opted by a decision of the council because of their special skills, interests or experience. Department employees are not eligible to be community members.

A small number of school councils have nominee members.

For all schools with a Year 7 and above cohort, there is an additional category of membership:

**A mandated elected student member category, two positions.**

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 and a range of experiences and knowledge that can help inform and 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 skills and knowledge to the role, however, in order to successfully perform their duties, councillors may need to gain some new skills and knowledge.

It is important to have an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

## Code of conduct for school councillors

School councils in Victoria are public entities as defined by the *Public Administration Act 2004*.

School councillors must comply with the Code of Conduct for Directors of Victorian Public Entities issued by the Victorian Public Sector Commission. The Code of Conduct is based on the Victorian public sector values and requires councillors to:

**act with honesty and integrity** – be truthful, open and clear about their motives and declare any real, potential or perceived conflict of interest and duty

**act in good faith in the best interests of the school** – work cooperatively with other councillors and the school community, be reasonable, and make all decisions with the best interests of students foremost in their minds

**act fairly and impartially** – consider all relevant facts of an issue before making a decision, seek to have a balanced view, never give special treatment to a person or group and never act from self-interest

**use information appropriately** – respect confidentiality and use information for the purpose for which it was made available

**exercise due care, diligence and skill** – accept responsibility for decisions and do what is best for the school

**use the position appropriately** – not use the position as a councillor to gain an advantage

**act in a financially responsible manner** – observe all the above principles when making financial decisions

**comply with relevant legislation and policies** – know what legislation and policies are relevant for which decisions and obey the law

**demonstrate leadership and stewardship** – set a good example, encourage a culture of accountability, manage risks effectively, exercise care and responsibility to keep the school strong and sustainable.

### Indemnity for school council members

School councillors are indemnified against any liability in respect of any loss or damage suffered by the council or any other person in respect of anything necessarily or reasonably done, or omitted to be done by the councillor in good faith in:

the exercise of a power or the performance of a function of a councillor, or

the reasonable belief that the act or omission was in the exercise of a power or the performance of a function of a council.

In other words, school councillors are not legally liable for any loss or damage suffered by council or others as a result of reasonable actions taken in good faith.

### How can you become involved?

By participating in, and voting in the school council elections, which are held in Term 1 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 in Term 1 of each year. Council elections must be completed by 31 March, unless varied by the Minister for Education.

If you stand for election, you can arrange for someone to nominate you as a candidate or, you can nominate yourself in the parent member category. You can only be nominated by another member of the same category that you are eligible for (e.g. a member of the parent electorate may only nominate another parent of that electorate).

Department employees with a child enrolled at a school where they are not engaged in work, are eligible to nominate for parent membership at that school.

Return your completed nomination form to the principal within the time stated on the Notice of Election. You will receive a Nomination Form Receipt via post, email or by hand delivery.

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

### Remember

Consider standing for election to school council.

Ask the principal for instructions if you are not sure what to do.

Be sure to vote if the election goes to ballot.

Contact the principal if you are unsure about what is required at any stage of the election process.



## SPECIAL LUNCH - FRIDAY 10TH FEBRUARY

**\*\*Please detach and hand this slip into the office by Thursday 9th February 9am.  
Hot Dog \$3 each**

Student Name	Class	Hot Dog \$3	Prima Apple/ Sunshine Punch \$1	Snack Bar \$1.00	Zooper Dooper \$1.00	Total
1.						\$
2.						\$
3.						\$
4.						\$
5.						\$
					Total Enclosed	\$

## Student of the Week

Class	Student of the Week	Attendance Award
Prep Monique & Sophie	Learning Award: Zachary A- S For giving all learning tasks a go in his first week of school. Well Done Zachary!	Isla D
Grade 1/2 Amber	Caring Award: Emily P 'for being wonderfully caring towards her classmates and making sure everyone has a friend'	Michah B
Grade 1/2 Ellie	Value award: Daisha A - Daisha is this weeks learning award recipient! She sets an example to others by always participating enthusiastically and trying her best no matter how tricky things may get. Daisha is always the first to put her hand up to contribute and when working at her table she stays focused and gives everything she does 110%. Excellent job, Daisha!	Emily M
Grade 3/4 Jess	Isishea for being willing to help and support other students in our classroom. Keep up the great work	Iroquois L B
Grade 4/5 Tayla	Lachlan B- Learning Award- For his great work on number lines this week. Lachlan found a pattern to use in order to help him find all the possible answers! Well done, Lachlan!	Grace F

These advertisers support us, please support them.

**FAIRLEYS SUPA IGA Community REWARDS**

Donate your shopping points and help our school

Supporting the Eaglehawk Community

**Support the Pharmacy that Supports your Community**

**EAGLEHAWK U.F.S DISPENSARY**  
that's friendly

50 High Street  
Eaglehawk, Vic 3556  
Telephone 5446 8203

facebook eufs.com.au

**Pre purchase and owner builder house inspections**

Pre-Purchase Building Inspections | Handover Reports | Owner Builder 137B Reports

**Central Victorian House Inspection & Building Consultant Service**

Garry 0418 367 644 | Paul 0419 582 734  
centralvichouseinspections.com.au

**austnews ADVERTISING**

**Take your business to the next level...**

Advertise on this school newsletter to be seen by local families.

1800 245 077  
info@austnews.net.au  
advertising.austnews.net.au

**ADVERTISEMENT**

**Jacinta Allan MP**  
MEMBER FOR BENDIGO EAST  
P: 5443 2144  
E: jacinta.allan@parliament.vic.gov.au  
www.jacintaallan.com

**austnews DESIGN+PRINT**

All your marketing needs, in one place.

1800 245 077 | design@austnews.net.au | design.austnews.net.au