

## LEONAY PUBLIC SCHOOL

### Term 1 Calendar 2023



4/4	K-2 Possum Magic Workshop
5/4	School ANZAC Service
6/4	Scripture Easter Service TBC
6/4	Easter Hat Parade
6/4	Last Day Term 1
26/4	First Day for Students Term 2
<b>Dates to Remember 2023</b>	
5/5	K - 2 Possum Magic
28/6 - 30/6	Years 5 & 6 Canberra
21/9 - 22/9	Years 3 & 4 Yarramundi

### NOTES HOME

Easter Special Order - Canteen - Due 4/4



*We take this opportunity to wish our Leonay Community a  
Happy Easter and a safe and relaxing holiday break.*



**Reminder - School ANZAC Day Service Wednesday 5 April 10.30am start.**

We welcome flowers and wreaths should your family like to lay one.

**Years 5 and 6 ANZAC Service at Penrith Paceway Tuesday 4 April**

Full school uniform must be worn for this occasion.

## Thank You

As this is the last newsletter for the term, on behalf of the staff I would like to thank the members of our school community for their support during Term 1. A special mention to all the members of the community who have volunteered their time to work in the canteen, covering library books and with second hand uniform sales. We really appreciate this.

Have a lovely Easter break and a safe and happy holiday.

## Staffing Changes for Term 2

Mrs Donna Green our School Administrative Manager (SAM) will be taking leave for terms 2 and 3. During that time Mrs Brigitte Trouve will step into the SAM position for Monday to Thursday with Mrs Tina Gordon already filling the position on a Friday. In the School Administrative Officer role, we welcome Miss Emma Davis on Monday to Wednesday and Mrs Kate Buckley on Thursday.

Ms Rosie Rothwell will continue in her Relieving Principal position for the rest of 2023. Mrs Demuth and Mrs Devine will continue to share the K-2 Relieving Assistant Principal position for the rest of the year. We are just finalising the teaching arrangements for our year 1 class. This will be communicated to the class before the end of term.

## Sydney West Swimming

A big thank you to Mrs Wallace and Mr Tsitos who accompanied the Penrith District team to this event last Friday. Well done not only to our Junior girls relay team who came 7<sup>th</sup> overall, but to Zoe O who competed in the 9 years individual 50m freestyle event. Zoe came third in her heat. Congratulations everyone on a great job!

## School ANZAC Service

Our school will be holding a K-6 ANZAC service in the school hall on Wednesday 5 April commencing at approximately 10.30am. Parents and carers are welcome to attend. Please make sure you QR code in through the Front Office or under the COLA. Students and their families are invited to donate flowers or a flower arrangement to be laid by each class during the service. Students can take this to their classroom on the day of the service.

Stage 3 students and teachers will be attending a special ANZAC service conducted by the Penrith RSL at Penrith Paceway on Tuesday 4 April.

## School Maintenance Work

Over the next week, all classrooms in A and B block will be receiving new carpet under the annual cyclic maintenance program run by the Department of Education. There may be some disruptions and movement of classes over this time.

During the school holidays, 20 solar panels will be installed on the G Block (new building) roof under the Cooler Classrooms Project. This is a wonderful addition for Leonay PS.

## Staff Development Day- Monday 24 April

All staff across NSW Public schools will spend time focusing on Aboriginal Education. The Leonay PS staff will be involved in several sessions exploring Aboriginal Languages, Cultures and Histories.

## P & C AGM Meeting - rescheduled

The AGM meeting will be held on Tuesday 16 May at 7pm in the library. All welcome to attend.

## Term 2

Term 2 commences for all students K-6 on Wednesday 26 April.

*Miss Payne*  
*Principal*

# Term 1 2023 Principal Awards

KD	Levi S	Eloise M
1F	Archer K	Camellia P
2B	Daisy M	Katelyn S
3/4L	Ayden L	Lexi M
3/4T	Angus W	Charlie S
4/5E	Kayd H-D	Soraya L
5/6S	Lucas H	Poppy R
5/6W	Ruby M	Ella B

## Entry to Opportunity Class for Year 5 in 2024

A note was sent out via Compass last week regarding Opportunity Class Placement in 2024.

Opportunity classes are for primary school students who have high academic potential or who are Intellectually gifted. They provide an environment where students can learn and make friends with classmates of similar ability. This can benefit a student's academic progress and also their wellbeing. Students successfully placed will usually have to leave their current school to enrol in a school with an opportunity class for Years 5 and 6.

Applications for opportunity class placement are considered on the results of the Opportunity Class Placement Test. The Opportunity Class Placement Test will be held on **Thursday 27 July 2023**.

If you would like to have your child considered for Year 5 opportunity class entry in **2024**, you need to apply between **Thursday 30 March 2023** and **Monday 15 May 2023**. You will need to apply on the internet using a valid email address (not the student's email address).

Detailed instructions on how to apply online will be available at:

<https://education.nsw.gov.au/oc>

Late applications are not usually accepted.

There are no paper application forms. If you do not have internet access, you could apply at a public library. If you have a disability that prevents you from using a computer, you can contact the Unit for assistance after 30 March 2023.

## COVID Information

Please continue to contact the school immediately via phone or email, to indicate that your child/ren are COVID positive.

The school still have a supply of RAT kits. If you require anymore, please email or ring the school and we can send some home with your child.

## Use of School Grounds

Over the recent weeks we have had some unwanted visitors on school grounds during the weekend. I ask all community members to keep an eye out during the holidays for any unusual or suspicious activity. Please contact the police (000) or school security on 1300 880 021.

## Easter Hat Parade 6 April

The themes for each year are:

**Kindergarten** - Traditional Easter Bonnet

**Year 1** - Creative Chick Hat

**Year 2** - Rainbow Coloured Egg Hats

**Year 3** - Superhero Easter Hats

**Year 4** - Movie Easter Hat

**Year 5** - Computer Game Easter Hats



## Harmony Day

Thank you to all who participated in Harmony Day. As a school we raised \$310 to donate to those affected by the Vanuatu Cyclones. We raised enough money to help over 40 students.

### STUDENTS LEAVING EARLY

Students leaving early for appointments will be called up to the office when the parent/caregiver arrives at the office. Please allow time for your appointment as it may take a few minutes to locate your child, depending upon where they may be at any particular time. Students will **not be** waiting in the office before parents arrive at the school.

In order to be better organised for pick up, it is very helpful to provide a note for the teacher advising the time they will be collected and also by whom if it is someone other than a parent/caregiver.

### NOTES HOME

Please ensure you check with your child for any notes they may have in their bag. All notes are provided as a hard copy and posted on Compass and the website. The school is conscious of the amount of paper required to re-run notes for students and would ask you download from these locations if your child has lost their note.

Would you also observe the due dates. This is an important factor in the organisation of any event and can lead to unnecessary chasing of students/parents which is a very time-consuming exercise. The school provides you an opportunity to contact the school before the due date if you need an extension. The school will always facilitate this request. The school also provides many reminders either verbally to students and/or Compass reminders. Please help us by keeping an eye on due dates.

### NAPLAN AND SEMESTER REPORTS

Please ensure you keep these documents in a safe, accessible place. We receive a number of calls from parents requesting additional copies for various reasons. If you are not able to locate these documents and you require a second copy, there will be an administration fee of \$10 per item. We will not be able to fulfil these requests immediately but as time allows. Semester reports are available on the Compass app.

### COMPASS

Please use the Compass app to enter your child's absences. Please avoid sending emails or calling with your child's absences. Of course, if you are having difficulty with the app having connectivity issues, a call to the office is appropriate. Please see the attached instructions.

## How To: Add an Attendance Note for an upcoming Absence

If your child is going to be away, you can add in an Attendance note to advise the school. To do so, click 'Add Attendance Note (Approved Absence/Late)'.

The screenshot shows the 'Compass' portal for Magic P-12 College. It features a 'Welcome to the Magic P-12 College Portal' message and instructions for users. Below this, there are two student profiles: Stephen CORNFOOT and Euan ABERCROMBIE. For each student, there are links for 'Profile (Attendance, Schedule, Reports)', 'Send email to Stephen's teachers', 'Add Attendance Note (Approved Absence/Late)', and 'View Academic Reports'. The 'Add Attendance Note' link for Stephen is highlighted with a red box. To the right, there are sections for 'My News', 'Order your MSP school photos', 'Course Confirmation/School Payments', 'Payments', 'Newsletter', and 'School Jumper Orders'. The 'School Jumper Orders' section includes a small image of school jumpers.

A Note screen will open. Select the applicable reason from the drop down list; add in any additional information if applicable in the Details/Comment box. Select the start and finish date/time of the absence and click 'Save'.

The screenshot shows the 'Attendance Note Editor' form. It has a 'Note Details' section with fields for 'Person' (Euan ABERCROMBIE), 'Reason' (a dropdown menu with 'Enter a reason...' selected), and 'Details/Comment' (a text area). Below this is an 'Important Notice' section with a disclaimer. At the bottom, there are 'Start' and 'Finish' fields, each with a date and time selector and a 'Select a period...' dropdown. The 'Start' field is set to 24/06/2020 08:00 AM and the 'Finish' field is set to 24/06/2020 05:00 PM. There is a 'Potentially Affected Sessions' table on the right side of the form.

Activity	Start	Finish
SPO108 (Sport)	24/06/2020 09:51 AM	24/06/2020 10:48 AM
BIO108 (Biology)	24/06/2020 11:12 AM	24/06/2020 12:09 PM

## P&C AGM

The P & C AGM has been re scheduled to Tuesday 16 May at 7pm.



## Leonay Public School P & C Association

Email: [pandcleonay@gmail.com](mailto:pandcleonay@gmail.com)

### **NOTICE OF LEONAY PUBLIC SCHOOL P&C AGM**

**Tuesday 16 May 2023. 7pm in the Library.**

Dear Parents, Caregivers and Community Members

The aim of the Leonay Public School P&C is to support the school with additional funds and organise events that connect students, teachers, and families in our community. Our volunteers coordinate and run discos, Mother's and Father's Day Stalls, uniform pool, BBQs and Bake Sales, morning teas and special fundraising events like Trivia Nights – just to name a few! We also run the Canteen for snacks and lunches (Wed – Fri).

In recent years we have funded or supported the purchase of the chilled filter water bottle refilling station, shade sails over the outdoor exercise equipment, the equipment itself and the wooden stage & outdoor learning area in the playground. We've also helped purchase classroom supplies and continue to work with the school to fund additional items and projects that will benefit the school community.

We are a small but very active P&C and would **love** more volunteers. There are so many ways you can support the committee, including volunteering at our Mother's & Father's Day stalls, helping at discos or helping in the canteen for an hour or so, every now and then.

We're also looking for more committee members. Everyone is welcome to attend our meetings, which are held every Third Tuesday in the school library. We discuss and agree fundraising ideas, and upcoming events and activities as well as agree what else we can fund for the school. **The more people we have attending the committee, the more ideas we have!**

If you have a bit more time to spare, we would like you to **consider a position as an elected committee member**. There are various positions available, and a brief description of each role can be found at the end of this letter. There are some non-elected roles we're keen to fill too – including a **Grants Coordinator to help us unlock and access the funding available in the community**. This would make a **HUGE** difference to our school.

The steps for nomination (and to vote) are as follows:

#### **Step 1 – Become a financial member of the P&C**

Annual membership of \$1 is paid at the beginning of the year either at the first meeting or to the office. Simply pop \$1 and your name/contact details or a completed Membership Form in an envelope marked "P&C Membership" and hand in at the school office.

#### **Step 2 – Attend the AGM, Tuesday 16 May 2023. 7pm**

Nominate for a position at the AGM. If more than one person nominates a vote will be taken. If you cannot attend, submit an apology to the Secretary and indicate in writing which position you wish to nominate for.

#### **Step 3 – Work with the P&C team in 2023!**

We are a friendly bunch of people who are very supportive of each other, value good communication and believe wholeheartedly in our great school and community. We work as a team and put in as much or as little time as we have available around work, kids and life!

We would love to welcome new members to our team and are happy to answer any of your questions in person or at one of our meetings.

Warmest Regards,

**Renee Slapp (President), Stephanie Cook (Vice-President), Desi Laurendet (Vice President), Claire Chaplin (Secretary and Canteen), Yasmin Leonard (Treasurer) and the rest of our fabulous little committee.**

## LEONAY PUBLIC SCHOOL P&C ASSOCIATION 2023

### REPRESENTATIVE / ELECTED POSITIONS

<i>Office Bearers</i>	
President	Chair meetings Support volunteers Act as the P&C Association's spokesperson Signatory on the Association's bank accounts
Vice- Presidents (2)	Chair meetings in the President's absence Support the President in their role Signatory on the Associations bank accounts if needed
Secretary	Prepare, in consultation with the President, all meeting agendas Take notes of meeting and produce a set of Minutes Receive correspondence and bring to meetings Maintain official records of membership and contact details
Treasurer	Maintain financial records Signatory on the Association's bank accounts Receive and deposit monies** Make payments through online banking Present financial report at each meeting <b>**The treasurer can be supported by a Banker if required</b>
Executive Members (up to 6)	Attend monthly meetings Be prepared to work in a team with other P&C members to coordinate events

<i>Canteen sub-committee</i>	
Convenor	Responsible for the operation of the canteen including purchasing, preparing orders and managing the canteen volunteers
Canteen Minute Taker	Take notes at a meeting to be held at least once a term and submit the minutes to the P&C committee
Representative of Treasurer	This can be the Treasurer if a representative cannot be found. This person may also be called upon to bank monies once a week/fortnight as needed.
Financial Members (at least 2)	

<i>Fundraising sub-committee</i>	<i>This sub-committee will only be elected if there is sufficient interest at AGM</i>
<i>Other positions (un-elected)</i>	<ul style="list-style-type: none"> <li>• <b>Grants Co-ordinator-investigate and complete applications for grant programs, allowing us to access funding for school improvements!</b></li> <li>• <b>Banker – support the Treasurer by depositing funds from Canteen and other fundraising activities</b></li> <li>• <b>Social Media Coordinator to maintain active presence on our Facebook page</b></li> <li>• <b>Canteen Helper- to support Canteen Manager in duties like ordering</b></li> <li>• <b>Second Hand Uniforms – sort donations and display items, fulfil online orders received through Spriggy, run the stall 2 x month, collect monies and submit for banking</b></li> </ul>