

14th February, 2008

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No. 3

Dear Parents, Staff and Children,

Early Arrivals

We have recently noticed a small number of children arriving at school prior to 8.30am. This is much too early for children to be at school because our yard remains unsupervised until 8.45am each day. Please arrange for children to arrive between 8.45 am—9.00 am and depart between 3.30—3.45pm . This will ensure some supervision of all children for the whole day.

Parent Teacher Interviews

Parent/Teacher interviews at the commencement of each year are a great opportunity for you to meet classroom teachers and provide valued insights into your child's individual needs.

Please ensure you take this opportunity to tell classroom teachers about the thing that makes your child special. Social issues, learning needs, medical updates and information regarding visual and hearing impairments are all important items for discussion.

At Sunbury West we strive to promote positive home/school partnerships and the interview process is part of our school's commitment to providing a supportive transition process for each child as they progress between year levels.

School Council

Our School Council is a vibrant group who discharge their duties professionally and always give due consideration to issues confronting the school. It is responsible for the development and evaluation of school policy while the daily practical organisation is the responsibility of the Principal in consultation with staff. School Council, via its working sub committees are constantly reviewing, initiating and analysing a range of school related business. If parents have any concerns or questions they need answered, please contact me personally or write to school council for explanations. We are always available to address parental concerns. Please consider your participation as a council member or alternately a member of a sub committee.

School Council Elections

Nomination forms are available from the school office and need to be returned by 4.00pm on Thursday 16th February. Further details are listed below:

- Notice of election & call for nominations Thursday 14th February 2008
- Close of nomination 4.00pm Thursday, 21st February 2008
- Display list of candidates, nominator & seconder Thursday, 21st February 2008.

Should An Election Be Required:

- Prepare ballot papers and distribute on or before Thursday, 28th February. 2008
- Close of ballot Thursday, 6th March 2008
- Count votes & declare ballot Friday 7th March 2008
- New Council becomes operational from the day following the declaration of the poll.
- Council meeting to appoint community members as soon as possible after new council is operational, then elect office bearers at meeting chaired by Principal .
- First normal meeting chaired by President follows as soon as convenient.

Stephen Taylor
Principal

FEBRUARY

TIMELINE TERM ONE

MARCH

18th YR 3/4 Parent Teacher Interviews
19th YR 1/2 Parent Teacher Interviews
20th YR 5/6 Parent Teacher Interviews
21st Prep Parent Teacher Interviews
All Specialists Interviews
28th Interschool Twilight Swimming

12th School Photos
19th House Cross Country
20th Term One Ends

APRIL

17th YR 4 Immigration Museum
21st—24th YR 6 Camp- Kangarooie
24th YR 3 Immigration Museum