



**St. Margaret's**  
Primary School

# NEWSLETTER

*Term Three, Week 1*  
*July 14<sup>th</sup>, 2020*

## ***From Brian's Desk***

## ***Leadership and Management News***

Dear Parents and Guardians,

Welcome back to second semester. It was great to see our children returning to school in what has been a most unsettling time in Victoria. Let's hope that we can all get through the ten weeks of this term without any interruptions to school life at St Margaret's.

It has been pleasing to see how well everyone responded to the protocols and procedures that were put together last term in our efforts to provide a safe school environment. As I have outlined previously, St Margaret's School prides itself on its engagement and partnership with parents and we are all finding the current guidelines restrictive in realising this objective. Safety will once again be one of our highest priorities this term.

In today's newsletter I would like to reinforce some of the measures that have been introduced and some changes to our procedures.

We will continue to adhere to the advice provided from the Department of Education and Training in that:

- adjustments should be made to teaching and learning environments, including maintaining distance of 1.5 metres between adults where possible, maximising airflow and using outdoor spaces.
- attendance on school sites by non-essential visitors and parents should be limited.
- hygiene requirements, including handwashing, should continue to be practised.
- any member of staff or student who is unwell must not attend school onsite.

St Margaret's School has put together protocols and procedures in meeting Catholic Education Melbourne guidelines. Please familiarise yourself with the following information:

Maintaining a physical distance of 1.5 metres will not always be practical in education settings among children during classroom activities. Physical distancing is most important between adults. St Margaret's School has put together a variety of strategies to support physical distancing, particularly among adults:

- Staggered pick up times will be put in place to reduce the number of adults congregating outside the school at any one time. **Please note changes to the term three timetable.** These time are:  
**3.15pm Year Prep and older siblings**  
**3.20pm Years 1-2 and older siblings**  
**3.25pm Years 3-6**

This timetable will take effect from Wednesday, July 15<sup>th</sup>.

- Lomond Terrace gates to be remained opened for drop off and pick up as well as the front and rear entrances. We strongly encourage that parents use Lomond Terrace as the preferred drop off destination. We also ask that parents do not double park when dropping their children off at the back entrance of the school.
- Staff supervision to commence from 8.30am.
- All parents to report to the front office if there is an urgent requirement to come into the school.
- Parents are to avoid or minimise time spent in or around school grounds. We have quite a number of parents congregating around the front gate entrance. It is permissible for parents to meet their children inside the school grounds however, social distancing must be adhered to and parents are to leave the school premises once they have collected their child.

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## ***Leadership and Management News***

- Children will now be accessing the council reserve during recess and lunchtime. The council reserve playground will be off limits and will not be used by St Margaret's students.

### **Further Actions to be undertaken by the school include:**

- Visitors to the school will be limited to those delivering or supporting essential school services e.g speech pathologists.
- Additional staff, including parent volunteers, are discouraged from attending school at this time. Activities dependent on and involving parents have been cancelled.
- Excursions and non-essential gatherings have been postponed. School assemblies will be presented using Google Meet with links for classes and parents will be able to view assemblies through a shared YouTube link.
- Parent – teacher information sessions and interviews are required to meet physical distancing of 1.5 metres between adults, or else replaced with virtual alternatives. All meetings need to be made by appointment.

### **Health and Safety Measures – Hygiene**

- It is permissible for playground equipment to be used. However, students should practise hand hygiene before and after use. Commonly touched surfaces will be wiped down as part of enhanced cleaning. St Margaret's adventure playground will be available for student use.
- Students are required to bring their own water bottle for use at school as drinking fountains have been closed. Taps may be used to refill water bottles.
- All students are to undertake regular hand hygiene. Washing hands will be done before eating. Hand sanitizer stations have been set up outside each classroom. Hand hygiene is to take place on arrival to school, before eating, entering classrooms, sneezing, coughing or using the toilet. This will be supervised by staff.
- Cleaning products have been provided to all learning areas: staff have been instructed to regularly wipe down tables and door handles.
- Student will no longer be sharing art smocks and these won't be required during third term.

### **School Cleaning**

- Extended and increased cleaning arrangements will be put in place. An additional cleaning contractor has been employed to meet additional cleaning requirements.

### **Teaching and Learning Environments**

- Reducing mixing of different year cohorts will be endeavoured.
- Fresh airflow indoors is promoted and the use of outdoor areas being maximised when possible.
- Mixing of staff and students between rooms will be avoided as much as possible.

### **Face Masks in Schools**

- Victoria's Chief Health Officer has confirmed that the use of face masks or coverings by adults or children is not recommended in schools at this time. Unlike many public spaces and community settings, including public transport and supermarkets, schools are controlled settings where entry is restricted to only students, staff and those delivering essential school services and operations and transmission reduction measures can be fully supported and reinforced, such as:
  - exclusion of unwell staff and students.
  - temperature screening when necessary.
  - regular hand hygiene practice and provision of hygiene supplies.
  - restricted visitors and reduced mixing between groups.
- As has always been the case, staff or students who wish to wear face masks in school and in going to and from school may do so.

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## ***School Community News***

This is quite an extensive list and the physical distancing requirements are impacting on our school culture of welcome and inclusiveness. This however, is a time of safety, and I ask that all parents adhere to the necessary protocols and procedures that have been set out by the school.

The staff and I look forward to a productive term's work with the students.

Yours sincerely

Brian Everett  
Principal

### ***Adventure Playground***

The school's new adventure playground is currently being installed and it is anticipated that students will be able to access the playground on Wednesday. As the adventure playground will initially be in high demand, teachers will be giving their classes some extra time to utilize this environment.

### ***Parents & Friends' Association***

The next meeting of the P&F is scheduled for Tuesday, July 21<sup>st</sup> commencing at 7.00pm. This meeting will be held in the multi-purpose room so all social distancing requirements can be met.

### ***School Advisory Board***

The next meeting of the School Advisory Board is scheduled for Tuesday, July 28<sup>th</sup>.

### ***Staff Baby News!***

**MAKING THE DECISION  
TO HAVE A CHILD  
IS MOMENTOUS.**

**IT IS TO DECIDE *forever*  
TO HAVE YOUR HEART  
GO WALKING AROUND  
OUTSIDE YOUR BODY.**

ELIZABETH STONE

Congratulations Miss Jayne, and all the Baud family: Steve, Riley and Olivia on the birth of Anna Charlotte over the holidays. We wish you a happy family time together as you welcome your newest addition.

### ***School Photos***

Due to the school's current restrictive entry procedures, the school photography day scheduled for this Friday has been postponed to Friday, September 4<sup>th</sup>.

### ***School Assemblies Roster***

via Google Meet

July 24	Years 5-6
August 7	Years 3-4
August 21	Years 1-2
September 4	Years Prep
September 18	Specialists / General

### ***Students with Disabilities Funding Changes***

Currently St. Margaret's has been receiving support to provide programs for educationally disadvantaged students to improve their learning outcomes from The Catholic Education Commission of Victoria Ltd through the Students with Disabilities (SWD) Program.

Schools must now complete the Nationally Consistent Collection of Data on School Students with Disability (NCCD) every year. The word 'disability' comes from the Disability Discrimination Act 1992 (DDA) and it can include many students.

Please refer to the electronic newsletter which has attached information about NCCD and guidelines for criteria. If you have any questions about this process after reading the information please do not hesitate in contacting Sonja Ginn, 52297453.



# NCCD Information Sheet for Parents, Carers and Guardians

## NCCD Information Sheet for Parents, Carers and Guardians

### **Nationally Consistent Collection of Data (NCCD) On School Students with Disability**

#### **What is the Nationally Consistent Collection of Data?**

Schools must now complete the *Nationally Consistent Collection of Data on School Students with Disability (NCCD)* every year. It counts the number of students who receive additional adjustments or “help” at school because of a disability. The NCCD helps governments plan for the needs of students with disability.

#### **Who is counted in the data collection?**

To count a student in the NCCD, schools must think through some key questions:

1. Is the student getting help at school so that they can take part in education on the same basis as other students?
2. Is the help given because of a disability? The word ‘disability’ comes from the *Disability Discrimination Act 1992 (DDA)* and it can include many students.
3. Has the school talked to you or your child about the help that they provide?
4. Has the school kept records about the help they provide, the student needs and the reasons that the student needs this help? The school will need to keep copies of tests, student work, assessments, records of meetings, medical reports or other paperwork and information about how the student’s learning is moving along over time.

Once the school decides that the student should be counted in the NCCD, they then choose a disability group and one of four levels of help that has been given to the student.

#### **What does the word ‘disability’ mean in the NCCD?**

In the NCCD the word ‘disability’ comes from the *Disability Discrimination Act 1992 (DDA)*. There are four types of disability that the school can choose from: sensory, cognitive, social-emotional and physical.

Many students that need help at school can be counted in the NCCD. For example, students with learning problems, e.g. specific learning disability or reading difficulty (sometimes called dyslexia), health problems (e.g. epilepsy or diabetes), physical disability (e.g. cerebral palsy), vision/hearing loss and social-emotional problems (e.g. selective mutism, Autism Spectrum Disorder, anxiety).

Letters from doctors or specialists can be very helpful for schools as they plan how to support students with their learning. Schools do not need to have these letters before they can count a student in NCCD. Teachers can use all that they know about the student’s learning and the records that they have collected over time to decide if a student can be counted in the NCCD.

#### **What sort of help does the school give students?**

Students need different types of help at school. Some students need a little help sometimes while other students need a lot of help nearly all the time. The type of help given depends on the needs of the student. The help can include changes to the school buildings or grounds (e.g. ramps or things like special desks or chairs), extra teacher help in classes, special learning programs, changes to the work they give the student or extra adult help.

#### **How will the NCCD be different this year?**

All schools have been counting students in the NCCD since 2015. The government will use the NCCD data as part of the funding to schools.

### **What will the school need to know about my child for the NCCD?**

Schools work together with families to understand the needs of each child. It is helpful if families give their child's teacher a copy of any letters or reports they have. The letters or reports will help the school understand the child and the help that they might need. Letters from doctors, psychologists, speech pathologists, doctor, and occupational therapists etc. can be very helpful for schools. These reports along with information that the teacher has (i.e. school based tests, your child's work and learning plans) helps the school to understand and meet your child's needs.

### **What happens to the NCCD data? Who will have the NCCD information?**

Each school principal must check the NCCD data in August of each year. The school will give the information to the Catholic Education Office. The school will work with the Catholic Education Office to make sure that the NCCD data is OK before they give the data to the government. The government will not be given the names of any students or any letters or records. Please ask your school for their privacy policy if you need to know more.

### **Does the school need me to agree with them about counting my child in the NCCD?**

Amendments were made to the *Australian Education Act 2013* and *Australian Education Regulation 2013*). Schools do not need you to agree to let them count a child in the NCCD. You cannot ask the school not to count your child.

### **Where can I find out more?**

Please contact your child's school if you have further questions about the NCCD and/or refer to the national [NCCD Portal](#).

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## ***EXCITEMENT'S BUILDING – NEW PLAYGROUND COMING SOON!***



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