Dunkeld Consolidated School No. 6215

Information Booklet - 2015

Dunkeld
CONSOLIDATED SCHOOL No. 6215
'Optima Semper'

Dunkeld Consolidated School
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Welcome to Dunkeld Consolidated School

Dear Parents,

WELCOME
Your child is about to begin or continue a journey here with us at Dunkeld Consolidated School. We warmly welcome you to our community. Our school sits at the foot of the majestic Mount Sturgeon, and as I enter the front gate each day, I can't help but feel her watchful presence, ensuring all is well in our community.

We take pride in our beautiful school, and we are grateful for the enthusiastic support parents and friends contribute towards making our school a great place to learn. With this in mind, you are invited to join your child on his or her journey by becoming an active part of their education. You are welcome to arrange to take part as a support person in your child's classroom and you would be warmly embraced should you wish to be part of our active School Council, its' many committees including our Parents and Friends Association.

At Dunkeld Consolidated School we aim to give the best possible opportunity for your child to reach his or her potential. We present the message to our students, 'You don't have to be the best at anything; rather your task is to get better at everything.' It is also acknowledged that every child is good at something and we aim to help each child find what it is that they can do well because we believe that this will help children to develop their self-worth.

Welcome to our school.

SCHOOL TIMES
For a smooth start to the day parents are requested to have their children at school by 9:00am. **Children are not to arrive before 8:45 am** unless prior arrangement is made with the Principal, as staff are not on duty until 8.45am.

- 9.00am School begins
- 10.00am Fruit Break
- 11.00am Recess
- 11.30am Classes resume
- 1.30pm Lunch
- 2.20pm Classes resume
- 3.25pm Home

SCHOOL WEBSITE AND SCHOOL NEWSLETTER
The school newsletter is published on a fortnightly basis. Monday is Newsletter distribution. The school newsletter and website provides information about school events and activities. The School and Community Newsletter is also available online from the school website. I highly recommend regularly logging onto this site and even making it your home page:
www.dunkeld.vic.edu.au

Yours sincerely

Paul Jeffreys
Principal
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School Community Philosophy

The Dunkeld Consolidated School motto is “Our Best Always”. In our philosophy, we acknowledge that a special relationship exists between the school and its community and that this is very important. Schooling is a shared responsibility and therefore we provide opportunities for parents to participate in school activities.
We commit ourselves on providing a safe and caring environment where children are able to achieve their personal best in all areas of the curriculum.

We recognise that we need to equip children to be able to handle the current issues in their lives as well as to prepare them for the future. The school plays a major role in the social and emotional health of each child.

We aim to address such issues as:-

- making and maintaining friends
- respect and consideration for people and property
- flexibility, adaptability, sensitivity and empathy
- self-esteem, confidence and motivation
- tolerance and co-operation
- a willingness to accept challenges and responsibility
- an ability to judge for oneself
- an understanding of the rights of people and an adherence to the rules of society

Dunkeld Consolidated School is a school where children are aware of their rights and responsibilities, as well as having a clear sense of purpose in relation to their place in the school.

School History

Dunkeld State School No. 183 began as a National School on 22 October 1855 with the first Head Teacher being James Fraser. It was in an apartment in a small house attached to Templeton's Hotel. Patrons were William Martin (Chairman), James Ritchie, Andrew Templeton and Alexander McDonald. In 1856 there were 27 children on the roll. In April 1857 Mr Marmaduke Fisher and his sister were appointed to the School which was then held in a spare room at Gwyther's Hotel. A new school was built that year, a stone building, across the creek from the police station. This school was poorly built and had to be vacated in 1868.

The school obtained the number 183 in 1863. Lessons were transferred to a wooden building in 1868 when the stone building was declared unsafe. A new school was built for approximately £400 on the site on the main highway and opened in 1871. It was added to later and there were 135 pupils on the roll in 1883.

In 1889 a wooden residence was built for Head Teacher John Lord. The rent was £36 a year. Consolidation was first moved for in 1944 with a meeting attended by representatives from Mirranatwa, Victoria Valley, Karabeal, Warrayure and Croxton East.

A Group School was formed in 1952 and this changed to a Consolidated School at the beginning of 1956 with Alan Smith Head Teacher. Buildings first used were on the old site (3 rooms), the Methodist Sunday School Hall and from 1953 some buildings at the present site on Victoria Valley Road. Although the school is still a Consolidated School it is now only Prep to Year 6.

In 1910 the Royal School of Dunkeld Scotland and the Dunkeld State School exchanged flags. The flag from Scotland was unfurled on Empire Day 1910. The box containing the flag was made from a larch tree which was one of the first of these trees ever grown in Scotland. This box and flag are on display at the Dunkeld Museum. During the school's 150th Anniversary Celebrations in March 2006 a further exchange of flags between the two schools occurred.

The school's most recent major addition has been the construction of the Prep, Year 1 and 2 classrooms funded by the Federal Government's Building the Education Revolution (BER) project.

Glenthompson Campus

Glenthompson Primary School Number 947 opened in February 1869 with 20 pupils. New rooms were added in 1932, 1957 and 1962. The Glenthompson Primary School became a campus of the Dunkeld Consolidated School in 1998. The Glenthompson Campus was de-staffed in March 2012 due to low enrolments and was closed on 7 October 2013.

DCS Staff

Principal:	Mr Paul Jeffreys
Teaching Staff:	Mrs Anne Gilbert
	Miss Christina Brown
	Mr Rob Smith
	Mrs Jane Higgins
	Mr James Stephens
	Mrs Ann Howard
	Mrs Heather Macgugan
Education Support Officers (ESO):	Mrs Gaylene Raymond Ms Helen Trahar Mrs Terrie Nicholson
Kitchen Specialist:	Mrs Clare Kennedy
Garden Specialist:	Mrs Lisa McIntyre

DEECD Staff (Shared between Schools)

Mobile Area Resource Centre (MARC) Van:	Mrs Elizabeth Beavis (fortnightly)
Technical Support:	Mr Aditya Kangala

After School Program

Active After-School Communities (AASC) - Ceases in December 2014	
Sporting Schools Initiative 2015 – Commences Semester 2	Coordinator - to be advised

2014 Staff

Back Row (left to right): Dee-Anne Gerring, Paul Jeffreys, James Stephens, Rob Smith
Front Row (left to right): Gaylene Raymond, Ann Howard, Jane Higgins, Anne Gilbert, Helen Trahar, Heather Macgugan
Absent: Christina Brown, Terrie Nicholson, Clare Kennedy, Lisa McIntyre, Ally Gordon

Starting School

Starting school is an exciting time in the life of your child. The first year of schooling is a very important one. Together teachers and parents can provide the support and the encouragement needed to make your child's introduction to school both enjoyable and successful.

We believe that the transition from home to school or from Pre-school to school can be assisted if parents:

- provide a wide range of experiences for their children
- talk to their children
- read to their children
- are positive about the school and the teachers
- provide opportunities for their children to mix with and trust other adults, and
- look on school as a happy and secure place.

It is important for you to be aware that each child is different. Some children will be just starting to handle writing implements while others will be writing their names. Some will be wanting you to read to them while others will want to do the reading.

It is not helpful to compare your child's rate of development with other children in the class or with brothers and sisters as children learn to read, write and become numerate at different rates (just as they learned to talk).

Enrolment

Enrolment forms are provided to the Kindergarten late in Term 3.

Immunisation and birth certificates

When enrolling your child, in accordance with the Department of Education and Early Childhood Development (DEECD) instructions we need to sight and take copies of the following documentation:

- your child's birth certificate, is required as proof of age, and
- your child's immunisation record.

Before school starts

Before school starts, you might like to:

- Point out the school as you drive past
- Talk about road rules and road safety
- Discuss the dangers of talking to and/or accepting rides from strangers
- Teach your child his/her name and address
- Check to see whether your child can recognise his/her own name, and
- If your child has not eaten a packed lunch you might like to have some 'practice runs' during the holidays. Check the time taken to eat it. **Past experience has shown us that too much food is often packed for the Prep child. One round of sandwiches, a drink, a piece of fruit and a snack is usually ample.** A piece of fresh fruit already prepared (cut up and in a container) is also required for 'fruit break' at 10.00am.

Once school starts

You will be curious to know what is going on at school and may question your child about the activities of the day. Do not be concerned if your child is not anxious to talk. He/she will tell you about school when they are ready. A good question to ask is "can you tell me something good that happened today?"

You can assist us by making sure your child comes home to a quiet activity and that he/she gets the required amount of sleep.

If you are concerned about any matter or you have some questions, you are always welcome to come to the school to discuss these with the Principal or your child's teacher before or after school. Please make an appointment as this will assist us.

The first month at school

For February, Prep children will attend school four days a week, for normal school hours on Mondays, Tuesdays, Thursdays and Fridays. **On Wednesdays in February they will not be required to attend.** These arrangements are in line with current Department of Education and Early Childhood Development (DEECD) guidelines. There is no early dismissal for Prep children.

To ensure a happy, smooth intake, you are asked to be at school on the first day, before 9.00am and accompany your child to the classroom. The teachers will then show them where to place their belongings. For the month of February parents are requested to collect their children from the classroom after school (unless they travel by bus).

If your child has difficulty settling at school during the first few days, then the teacher may suggest that you stay for a while before saying goodbye.

From the first Monday in March the children will commence normal school routine. They will then attend every day of the week with the older children.

Please be on time to pick up your child. It can be very traumatic if you are late and your child thinks you have forgotten him/her. Please ring the school and leave a message if you are delayed. Staff will care for your child until you arrive.

What your child will need

You will need to provide the following items:

- A school bag large enough to hold school satchel, lunch box etc.
- Fresh fruit for 'Fruit Break', morning tea, lunch and a drink.
- A change of relevant clothing "just in case" (placed in a labelled bag and kept in school bag).
- An old shirt or apron to act as an Art Smock (for health reasons this will be returned periodically to be washed).
- Appropriate footwear for Physical Education .
- A broad brimmed (school uniform plain navy) or bucket hat from September to April. Baseball caps are not approved by the Anti-Cancer Council as appropriate hats where the school is a recognised "Sun Smart School".
- A "garden" shirt and jacket and rubber boots (optional) for colder weather.

All belongings and clothing, including shoes, should be clearly labelled with your child's name. It would be advantageous to show your child where the label is located on each item.

School Banking

School banking is offered through the Commonwealth Bank and the Bendigo Bank. Tuesday is bank day. Application forms are distributed to Prep students early in the year, whilst children from other year levels may request a form and join at any time.

Parent Payment

At the commencement of each school year a requisites charge is set which provides all students with classroom requisites - Student Diary, Home Reading Diary, School Satchel (Prep), Scrap Books, Clipboards, Display Books, Binders, Exercise Books, Jotters, Document Wallets, Marking Pens, Pencils, Pens, Glue Sticks etc.

Students are charged for their own personal consumables and are encouraged to take care of their personal items.

In addition the charge will also cover art / craft supplies, provided for students use; school performances – incursions, excursions, earphones for ICT and photocopying.

The yearly requisite list will be provided to parents through the Kindergarten or through school families prior to the end of year.

To assist families, we offer the following payment options:

- Payment in full
- Payment by instalments – to be finalised by end of Term 2

Education Maintenance Allowance (EMA)

From 1 January 2015, the government will provide extra financial support directly to Victoria's neediest schools instead of providing the Education Maintenance Allowance (EMA) directly to parents.

Parents will not be able to apply for the Education Maintenance Allowance in 2015.

The money will be allocated to eligible schools through schools' core operational funding mechanism, with the neediest schools receiving the most funding. Not all schools will be receiving funding in 2015.

This change to how the money is distributed was required by the funding agreement with the Commonwealth Government to make sure Victorian schools receive increased funding that will benefit all students and, in particular, those from schools with concentrated disadvantage.

The end of the EMA direct payments to parents will not affect any other payment parents may be receiving such as the Schoolkids Bonus, which is provided directly to eligible parents to assist with education costs.

If you have any queries regarding requisites and/or EMA, then please contact the school.

Reading with your child

One of the most important things you can do for your child is to explore books together. Encourage children to read by reading aloud to them. This gives them a solid foundation for future success:

- **Reading to** your children enables them to hear and enjoy books they would be unable to read alone.
- **Reading with** your children happens when you share a book together.
- **Reading by** your child is when they read books to you.

Children who are beginning readers:

- are learning how to handle books
- are finding out about how reading works – where a book starts and which way the print goes
- like to look at books and enjoy being read to
- often like hearing favourite books over and over again
- use their memory of the story and pictures when attempting to read on their own

Much of the Prep Year Program involves children being actively involved in developmental learning activities.
This promotes the development of:

- foundation skills in Literacy, Numeracy and Technology
- relationship skills (co-operating, sharing etc)
- manipulative skills
- problem solving and decision making skills, and
- children's self-esteem.

The Prep Year is a preparatory year which aims to develop in each child:

A DESIRE TO LEARN

AN AWARENESS OF SCHOOL ROUTINES

INDEPENDENCE

A RESPECT FOR THE RIGHTS AND OPINIONS OF OTHERS

THE ABILITY TO WORK CO-OPERATIVELY

Open Morning at Dunkeld Consolidated School

"Congratulations on a wonderful school and you should be very proud of your band and teacher."

Dress Code

School uniform is compulsory at Dunkeld Consolidated School. All students are expected to be in uniform at all times unless a note is provided to explain why the child is not in uniform or if there is a special activity where parents are notified that school uniform is not to be worn. School excursions generally require students to wear full school uniform.

The wearing of uniform enhances the school image and creates a sense of individual pride in students and their identification with the school. It also helps to prevent the problems of social isolation due to children not having the fashionable "brand name" clothes. The school uniform provides children with comfortable appropriate clothing to participate in a wide range of activities.

Students are to wear appropriate black school shoes or boots. Please make sure that your child can remove and put on their own shoes or boots. Shoelaces are not recommended in Prep/Year One for this reason. Thongs or open-toed sandals are not appropriate school wear and will not be permitted. Please ensure your child has appropriate footwear for physical education and sport sessions. Children are required to remove their shoes prior to entering the classrooms. This allows for much quieter movement in the classrooms, is less wearing on our carpets and keeps our indoor areas much cleaner.

Students with long hair may be required to wear a hair tie at the discretion of a staff member and according to the safety needs of a particular activity. Navy or white hair ties, ribbons and headbands are preferred. Neatly tied back hair also helps to minimise the transmission of head lice.

Minimal jewellery, for example a watch and pair of plain ear studs/sleepers, is acceptable. However, anything dangling at the ears, hanging around the neck or wrist or, worn on a finger can be a safety hazard in the playground and are not acceptable. Make up and nail polish are also not acceptable.

We ask you to ensure that your child/ren is/are appropriately dressed for the weather. During the winter months; coats, scarves and beanies are allowable when outdoors. We suggest navy to be a suitable colour for these items. These could be worn to and from school and at recess and lunch time but are not allowable during class.

School Council provides each new Prep student with a school hat.

Our uniform is of excellent quality and reasonably priced. Please contact the school office for assistance with the purchasing of new and second-hand clothing or if families have any difficulties obtaining the prescribed school uniform, please contact the Principal.

We keep some spare clothing at school in case of emergencies. Donations of suitable clothing no longer needed is appreciated in all sizes as there are times when a student is wet or muddy and we are unable to contact parents.

Girls Uniform

Summer

- Blue/White check dress
- White socks
- Black school shoes or boots
- Tailored navy shorts/skorts with royal blue polo shirt
- Navy woollen jumper or navy crew neck windcheater
- School rugby jumper (optional)
- Navy broad brimmed or bucket hat

Winter

- Tartan trousers, skirt or pinafore (can be ordered through the Dunkeld Consolidated School office)
- Royal blue polo shirt (long or short sleeves)
- Royal blue skivvy
- Navy socks or tights
- Black school shoes or boots
- Navy woollen jumper or navy crew neck windcheater
- School rugby jumper (optional)
- Plain navy track pants (allowable for school wear)

Boys Uniform

Summer

- Tailored navy blue school shorts (not Cargo style)
- Royal blue polo shirt
- Navy socks
- Black school shoes or boots
- Navy woollen jumper or navy crew neck windcheater
- School rugby jumper (optional)
- Navy broad brimmed or bucket hat

Winter

- Tailored navy trousers (not Cargo style)
- Royal blue polo shirt (long or short sleeves)
- Royal blue skivvy
- Navy socks
- Black school shoes or boots
- Navy woollen jumper or navy crew neck windcheater
- School rugby jumper (optional)
- Plain navy track pants (allowable for school wear)

Sports Uniform (both girls and boys)

- Royal blue or red polo shirt (depending on school house)
- Navy Blue shorts
- White/Navy socks and runners
- Plain navy blue track pants for cold weather

ALL ITEMS OF SCHOOL UNIFORM NEED TO BE CLEARLY NAMED.

School rugby jumpers, tartan trousers, skirts and pinafores can be ordered through the Dunkeld Consolidated School office. New Prep parents have an opportunity to do this during the formal 'Kindergarten to School transition program' held during Term 4.

All other uniform items can be sourced locally e.g. Accurate Clothing, Best & Less, Kmart, Target etc or online.

"Love the place … excellent atmosphere, surroundings, teachers and opportunities."

Curriculum Programs

As a parent you are your child's first teacher. You can continue your valuable role by sharing in the learning and teaching that is happening in your school. As you would have noticed at home, children develop at different rates. Similarly, at school children progress uniquely, picking up some things quickly, needing more time for others. When learning new things children need the conditions to be right and they need to be ready.

In each classroom, teachers will be fostering a safe and happy environment where students are valued, praised and encouraged to take risks or 'have a go'. In junior school classrooms, play is an important part of the curriculum. School learning is related to real life learning as children are encouraged to make sense of the world around them through real life experiences.

Positive student outcomes are encouraged by:

- planning a curriculum that will challenge and motivate students
- allowing students the opportunity to develop their talents in various ways
- providing a stimulating learning environment which caters for students' individual needs
- encouraging students to produce their best standard of work
- creating a friendly, happy learning environment where students feel that the school belongs to them, and
- the Early Years Literacy philosophy being extended throughout the school.

Curriculum programs

The programs at Dunkeld Consolidated School are presented in the following ways:

- English
- Mathematics
- Physical Education
- The Arts - Music and Art Craft
- Stephanie Alexander Kitchen Garden (SAKG) program
- Integrated Studies - Science, Technology, Health, Humanities-Humanities skills, Economics, Geography, History
- Foreign language (Italian) – beginning with Prep and Year 1 students in 2015

The Early Years Literacy Program

The Early Years Literacy Program has been in operation in Years Prep – 2 for many years. This program involves a daily two hour session where children are involved in whole class, small group and individual reading and writing tasks to support their literacy development.

Reading Support

The school offers a special program for children who need support in reading and writing despite a quality classroom program. Students involved in Reading Support will work with an experienced teacher to accelerate their progress.

"A wonderful centre for learning. A credit to teachers, students and all involved with this great little school."

Stephanie Alexander Kitchen Garden Program

The Dunkeld Consolidated School is thrilled to be a Stephanie Alexander Kitchen Garden school. We have a very strong and supportive community of local families and we invite parents, grandparents and community members to become "Friends" (volunteers) of this wonderful, enjoyable and educational program for our children and all involved. Donations of produce, seedlings etc are most welcome.

The fundamental philosophy that underpins the Stephanie Alexander Kitchen Garden Program is that by setting good examples and engaging children's curiosity, as well as their energy and their taste buds, we can provide positive and memorable food experiences that will form the basis of positive lifelong eating habits.

As a Kitchen Garden school we have committed to a dynamic and innovative model that sees kitchen and garden classes run weekly, enabling skills-based, authentic learning that extends across the entire school curriculum.

Years 1 and 2 spend time in the garden each week and the Preps are introduced to the garden during their first year.

The Year 3/4 and Year 5/6 students will alternate in weekly cooking lessons in the home-style kitchen with our Kitchen Specialist. There they learn skills that will last them a lifetime, and discover just how much fun it is to grow and cook their own seasonal vegetables and fruits. Students have a shared meal at the end of their kitchen lesson and contribute each week to help cover the cost of ingredients.

Please visit the Stephanie Alexander Kitchen Garden Foundation website for further information about the SAKG program:
www.kitchengardenfoundation.org.au/

School Leadership Program

The school has a Student Leadership Program where senior students are encouraged to participate in the operation and decision making process in the school.

The positions that make up the leadership group are: two School Captains, four House Captains, two Bus Captains and one Performing Arts Captain and one Garden Captain. These positions are filled through an application process for some positions and by an election process for others.

There are also positions for Class Captains for each class. These positions are rotated each term.

2014 School Leaders
Back Row (left to right): Bailey Dewan-Holmes, Nathan Fitzpatrick, Oscar Reynolds, Iziaah Tuhakaraina, Dylan Ross
Front Row (left to right): Adam Crawford, Brendan Paterson, Merielle Encabo Patullo, Hugh Roache, Jemma White

Buddy Program

At Dunkeld Consolidated School we operate a Buddy Program between our youngest and oldest students. Each Prep student is allocated a big buddy to work with throughout the year. They meet on a weekly basis to work together on a variety of different, fun activities. The relationships built through this very important program have many benefits to all the children involved. For example, the Preps get to know the biggest kids in the school in a positive way which makes them feel more comfortable in the playground and also helps them to learn new skills. It also gives them people to go to for help if they can't locate a teacher during a recess period. For the older children, it gives them a sense of responsibility to mentor our youngest students. They need to be great role models in terms of behaviour, uniform and school procedures. The older children relish taking on their role as big buddies, having experienced the benefits of the program themselves when they were younger.

Physical Education and Sport

An intensive swimming program is conducted in February with the assistance of parents. House Swimming Sports are held in February followed by District Swimming Sports in February or March. We are a member of the Southern Grampians Sports Association. House Athletics Sports are held during the year – normally in November. The school times its Swimming, Athletics and Cross Country House Sports to take place after the children have received adequate training and preparation in their Sport/PE Program. Children are encouraged to continue on and compete at District, Zone and State level wherever possible.

Sturgeon and Wannon – House Teams

Children are allocated to a house team when they first enter school. These teams are Sturgeon – Blue and Wannon – Red. There is always keen competition between the houses especially during the annual swimming and athletics sports. On these House sports days Wannon competitors wear a red shirt and Sturgeon competitors wear a blue shirt.

Perceptual Motor Program (PMP)

This is a program for the Foundation students and is conducted during Terms 2 and 3 with the support of parents who assist with the activities. The program develops physical skills, agility and coordination.

Reporting Student Performance

Student reports are based on the Australian Victorian Essential Learning Standards (AusVELS) which is the set of standards and indicators developed by the Board of Studies to allow teachers to judge if a child has reached the appropriate standard at various points in their education.
Information about your child's performance is provided as follows:

Term 1	• Opportunity for parents and class teachers to meet and discuss their student's needs. • Profile Book completed each term with samples of the child's work. Parents are encouraged to read the book when it is sent home and to make comments in the book before returning it to school at the beginning of the next term. • Parent/Student/Teacher Interview at the end of Term 1.*
Term 2	• Written report sent home at the end of term. • Profile Book sent home at the end of term.
Term 3	• Profile Book sent home at the end of term. • Parent/Student/Teacher interview at the end of Term 3.*
Term 4	• Written report sent home at the end of term. • Profile Book sent home at the end of term (to stay at home at the end of the year).

**Maybe subject to change.*

Parents can arrange an interview at any time of the year. Parents are asked to make themselves known to their child's teacher. It is an important partnership that will assist their child's education. Parents are encouraged to make comments in their children's diaries as appropriate.

Homework

Homework should be regarded as an extension of the child's learning. It should be enjoyable, challenging and strengthen an interest in learning. It should provide opportunities in which the parents/carers and the child/children can share learning experiences and for parents/carers to understand better what the child is doing at the school.

Our school has a homework policy in accordance with DEECD guidelines (and may also be viewed online on the school's website www.dunkeld.vic.edu.au):

Homework in the Early Years (Prep – Year 4):

- Will generally not exceed 30 minutes per day.
- Reading with, or to, parents every night. (A reading record is to be signed daily).
- Learning sight words.
- Practice tasks associated with classroom curriculum (e.g. spelling words, times tables and homework sheets).
- Gathering information or materials to share or use in class.
- Completing tasks for specialist programs like Reading Recovery and Speech Therapy.

Homework in the Middle Years (Years 5-6):

- Will generally not exceed 45 minutes per day.
- Independent reading, or, reading with or to parents. (Parents may be requested to sign a reading record).
- Practice tasks associated with classroom curriculum (e.g. spelling words, times tables, unfinished classroom tasks, research and projects).
- Completing tasks for specialist programs like Reading Support and Speech Therapy.

It is felt that children can be encouraged to develop good work habits by being asked to do some work at home. Please encourage and help your child with this work. As they continue further with their education, they will be expected to take responsibility for their own learning. Homework in their early years of schooling should help develop positive attitudes for the future.

Children take books home each night according to their reading level. Parents are encouraged to become involved with their child's reading by showing a genuine interest and hearing their child read. Teachers develop the reading skills, but parents can assist greatly with the reading practice that is vital to a child becoming a competent reader.

Excursions and Camps

The educational programs planned at this school have a special emphasis on actively involving students in their own learning. Excursions and Camps are an important way of getting this involvement.

From time to time the children will go on excursions so that they will have direct experiences related to their class studies. A Permission Form allowing children to participate in local excursions which involve a cost to cover travel/entry expenses will be sent home for each excursion. Parents will be required to sign a medical indemnity form giving permission for the teacher in charge of an excursion to arrange for any medical emergency that may arise if contact with the parents cannot be made.

Excursions and camps are carefully planned so that children will have a new learning experience. These are an integral part of your child's education and as such we expect that you will allow your child to participate. The Parents & Friends Association will contribute $1000 towards a major excursion each year.

In the case of a camp, parents will also be required to fill in and sign a camp/excursion Student Medical History Form. This form also includes a Permission to Attend slip and a Medical Indemnity Form, all of which need to be signed before a student can attend the activity. Asthma forms must be filled in the day before camp or before the swimming program.

The School Camp Program includes -

- **Years Prep and 1:** Sleepover at the Dunkeld Consolidated School
- **Years 2 and 3:** Two year cycle – Hall's Gap and the Grampians Retreat, Dunkeld - two night camp
- **Years 4, 5 and 6:** Three year cycle – City, Northern Victoria and Eastern Victoria - three nights away

The School Camps Program is heavily subsidised by the Dunkeld Consolidated School Council through fundraising, thus making all camps and excursions affordable to all families. Parents may elect to make payment in full or by instalment by the due date.

Extra Curricula Activities

The school conducts or promotes a number of extra curricula programs and activities that complement the regular programs. These include:

- Social Service e.g. Mother's Day, Father's Day and Christmas Stalls (money raised from these stalls is donated to different charities that the senior students decide upon).
- Special Religious Instruction (SRI).
- Group Days - Cultural and Sport.
- Environmental activities including Junior Landcare/Water Watch.
- Visiting performers presenting various areas of the Arts.
- The Sporting Schools initiative will replace the Active After-School Communities (AASC) in 2015 (format, dates and times will be advised).
- Visiting the Performing Arts Centre (PAC) in Hamilton for a theatre experience.
- Performing Arts – Hamilton Eisteddfod (choral, recorder and instrumental sections), performances at local community events; such as Australia Day, ANZAC Day and town concerts.
- Swimming.
- Athletics.
- Cross Country.
- Golf.
- Netball.
- Cricket.
- Football.
- Hockey.
- MILO in2CRICKET.
- Auskick.

We try to involve local schools in Group Days to provide cultural, sporting and social experiences.

Graduation Ceremony

We believe it is important to acknowledge the achievement of graduating from Primary School and to this effect hold an official celebration for Year 6 students at the end of fourth term. Each child is presented with a memento in the form of a pen funded by the P & F Association.

The graduation ceremony provides an opportunity for the school community to reflect on the successes and achievements of the Year 6 students and remember their journey through the primary years. It is also a time to look forward and wish these students the very best in their future schooling and life.

The Graduation Committee of Year 5 parents/carers is established at the beginning of Term 4. The ceremony date, time and venue are decided by the staff. The Graduation Committee organises a meal for the Year 6 children, their parents and invited guests; with funding support from School Council.

The format of the evening includes:

- Principal's Official Welcome
- Year 6 students presented
- Dinner for Year 6 students, parents, staff and official guests
- Year 6 Graduation Ceremony and Performance (the school community is invited to attend this part of the evening)

Year 6 Graduation 2013

School Council/Parental Involvement

We encourage parental involvement; your participation in the school is vital to our operation, you may wish to be a classroom helper, a Friend of the Kitchen and/or Garden, work in our canteen, become a member of the Parents & Friends Association or nominate for School Council.

Any time you can give to the school is greatly appreciated by both the teachers and children. Parents also have the opportunity to participate in the decision making processes at school through School Council and its sub-committees.

1. School Council

The School Council is a legally constituted body that:

- sets the vision
- determines the priorities
- establishes the mechanisms to ensure that accountability is in place, and
- ensures that the school is responsive to the local community.

The School Council works in partnership with the Principal in setting the goals and priorities of the school's Strategic Plan. They usually meet on the fourth Tuesday of each month at 7.30pm. A Meeting Schedule is distributed early in the year.

Sub-Committee meetings are usually held on the first Tuesday of each month:

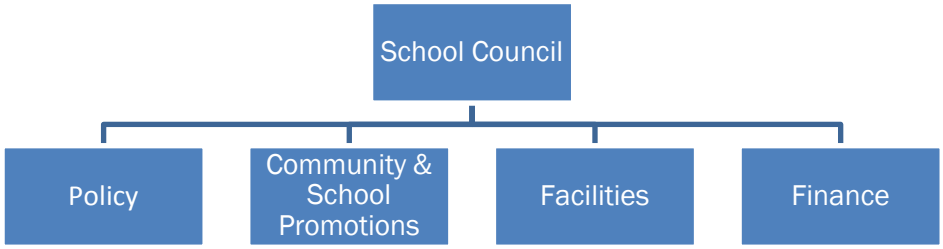
- Policy Sub-Committee Meetings begin at 5.30pm.
- Community and School Promotions Meetings begin at 6.30pm.
- Facilities Sub-Committee Meetings begin at 7.30pm.
- Finance Sub-Committee Meetings are usually held the week prior to School Council.

Elections for School Council are usually held in March each year. Council Members are elected for a two year term with half the council being elected each year. Parent representatives must be parents/guardians of currently enrolled students. Where a parent is employed in any state operated school, they may stand within the parent category as a "DEECD Parent" but the number of these representatives reduces the number of other parents. Staff from the school are elected within their own category as DEECD employees. Community members with special expertise may also be co-opted to the Council.

The Parents and Friends Association has a co-opted member on Council to maintain a close working relationship between Council and the P & F Association. These people do not need to be parents or guardians of students in the school. The Principal is the Executive Officer of the School Council. Serving members may stand for re-election at the expiration of their term provided their child is still enrolled at the school at the time of the election.

The School Council can consist of up to 15 members, which includes 8 parents, 5 DEECD (including the Principal as Executive Officer) and 2 community members.

2. School Council Sub-Committees



There is also a Canteen and Food Services Working Party currently in operation.

All members of the Dunkeld Consolidated School community are most welcome to participate in as many of the sub-committees as they wish where they may offer their expertise and assistance. Please feel free to contact the convenor to find out about meeting times and dates.

The School grounds are managed by the Facilities Sub-Committee to ensure a smooth working relationship between the DEECD and the Grampians Cricket Club.

3. Parents & Friends Association

The Parents & Friends Association is an active group in the school community and all parents are invited to become members. They are active in promoting the school and developing the school's resources and they can be requested to assist in a variety of ways. The Parents & Friends Association meets monthly. Dates and times of meetings are advised in the School Newsletter.

"Concert great … well behaved kids, wonderful place to teach and go to school …"

Parental Involvement

We welcome the participation of all parents and friends in the life of the school. During the school year you may be asked to help with the following:

- hearing reading
- playing Literacy games
- covering Library books
- supervision on excursions and visits
- individual and small group work
- making teaching aids
- working in the gardens and grounds
- helping as a "Friend" of the Stephanie Alexander Kitchen Garden (SAKG) program
- Perceptual Motor Program (PMP)
- assisting with the Swimming Program
- working in the Canteen

School Council or the sub-committees may also request your assistance at various times. This may include:

- working bees
- gardening
- lawn mowing
- fund raising, and
- minor maintenance jobs and other ways to support and maintain the school

Big Blokes Breakfast

Administration and Resources

Safety, buses, bikes and parking

The safety of your child/children is of the utmost importance. The children should only be in school buildings when the teacher is present. Children will be supervised from 8:45am until 3:30pm unless they are with their parents or at a supervised program.
If you wish to collect your child early you must notify the office and/or the child's teacher.
Let us know immediately if your child comes home during the day as your child's welfare is our major concern.

It is important for safety reasons that behaviour on the school buses is of the highest standard. ***Parents are asked to support us by reinforcing this.*** For any change of travel arrangements, please send a note or make an entry in the child's diary so it can be put in the bus book. A late change may mean a phone call. We will not take the student's word for a change in bus travel.

Parents are asked to be on time for the school bus both morning and evening as a delay means all families further along the run are inconvenienced.

Drop Off and Pick Up Guidelines

Please refer to the guidelines below regarding school traffic. While it is entirely up to families how they respond to the below guidelines, we would like to be certain that the parking/drop off/traffic guidelines have been sighted by all of our school community members. We strongly advise that the guidelines are followed by Prep children during the first semester.

Drop Off (mornings):

All cars arriving from the township direction:

- Children to exit vehicles on the footpath side of the car only.
- Any bags or equipment stored in rear compartments of vehicles should only be removed by an adult.
- After drop-off, cars continue forward to the Grampians Cricket Club entrance before U-turning.
- Cars should not U-turn in front of the school or further back down the street towards the town.

All cars arriving from the north:

- Cars to drop children off inside the school grounds after entering via the Grampians Cricket Club gates. Parking is available near the Cricket Club deck area.
- Strictly no children to be dropped off on the racecourse side of the road.

Pick Up (afternoons):

All cars arriving from the township direction:

- Children are to be collected inside the school grounds from the front of the walkway area.
- Children should enter vehicles from the footpath/passenger side of vehicles.
- Only adults to store bags or equipment in rear compartments of vehicles.
- Cars should not U-turn in front of the school or further back down the street towards the town.

All cars arriving from the north:

- Cars to drive into the school grounds after entering via the Grampians Cricket Club gates. Parking is available near the Cricket Club deck area.
- Children to be collected from the area in front of the walkway.

Students are encouraged to ride or walk to school. It is both healthy and an opportunity to reinforce road sense. Please help us teach the road rules and have the correct equipment for the children. Children MUST wear their safety helmets to ride to school. If children are sharing the road with cars, they must behave in a most responsible manner. On shared cycle/walk paths, cyclists must be careful at corners and with pedestrians.

Parents/carers are required to submit an application form for their student or students to travel on either the Mirranatwa or Woodhouse school bus runs. **Application forms are available from the school office.**

Conditions of Bus Travel – Safety Requirements
To ensure the safety of all passengers on school buses at all times the following conditions apply:
To ensure the safe travel on school buses, students must agree to the following:

- At the bus stop do not play on the road or try to get on the bus before it has stopped.
- Make sure you and your belongings are inside the bus at all times.
- Do not throw anything from a bus window or have anything hanging out of the window.
- Place bags and other belongings in the allocated storage areas.
- Get on and off the bus quietly and in an orderly manner.
- Stay in your seat while the bus is moving.
- Do not distract drivers with screaming, shouting or unruly behaviour.
- When you get off the bus only cross the road when the bus has left and it is safe to do so.
- No dangerous or flammable goods are allowed on the bus, for example aerosol cans.
- Travel on the bus service allocated to you, to and from your approved bus stop only. Do not change to one that will take you to a sports or social event.
- Seat belts must be worn where fitted.

Lunches and Canteen

Your child will bring lunch or order from the Canteen on the days that it operates.

The School Canteen is open Mondays and Thursdays and is run by voluntary help on a roster system. Helpers arrive around 12.15pm and are finished at about 2.15pm. If you are able to help in the Canteen please call at the office or send a note to school with your child to let us know when you are available. Year 3 to 6 children leave their orders and monies (preferably in a brown paper bag) at the Canteen at 8:55am.
The Prep to Year 2 children place their orders written on a brown paper bag with money enclosed, in a specially marked cardboard box in the school library. Please send correct money if possible. A canteen price list is sent home with the Newsletter at the beginning of each year and updated from time to time. The pricelist and roster are also available on the school website www.dunkeld.vic.edu.au

Newsletter

The School Newsletter is published on a fortnightly basis. Monday is Newsletter distribution day. ***Please check your child's school bag and read the Newsletter, as it contains important information.*** The School and Community Newsletter is also available online from the school website: www.dunkeld.vic.edu.au

Throughout the year a variety of notices are also sent home, so please look out for these also. Most notices will accompany the fortnightly Newsletter.

Library

The Library is used both for enjoyment and research work. Parents are encouraged to make sure children borrow regularly. The Mobile Area Resource Centre (MARC) Van spends one day a fortnight at Dunkeld (Wednesdays). Children are instructed in library skills and are able to borrow books from the MARC Van. Children may also borrow from the school library.

School Photographs

School photos are taken annually, normally in May, in full winter school uniform. Parents will be notified in advance of packages available and the cost. Please make sure your child is in appropriate uniform for the school photos.

Private Property, Valuables and Money

The School cannot take responsibility for all valuables being brought into the school. Money should be brought in a clearly marked envelope and handed to the teacher. Parents should be aware that private property brought to school by students is not insured nor is the Department of Education or the school responsible for that property. Valuable items such as expensive toys, radios, mobile phones, radio controlled toys etc must not be brought to school unless permission is sort and received.

Permission has been given to students travelling on the Woodhouse and Mirranatwa school buses to use hand held devices (no mobile phones) during their journey to and from school. These devices are handed to the teacher on duty upon arrival at school and are distributed to the students when they embark on their return journey upon completion of the school day. This special privilege is not seen as permanent and remains actively under review, dependant on students' proper use.

Responsibility for these devices remains with the individuals and families and not the school or its staff.

Lost Property

Please ensure that all children's clothing and personal property is clearly labelled with his/her name. (A ballpoint or white-out pen works quite well.) Parents are also requested to check the "Lost Property" box (located in the Sick Bay) on a regular basis. Items not claimed at the end of term are sent to charity shops.

Welfare and Discipline

The school has a firm, but fair approach to student Welfare and Discipline. Our Welfare and Discipline plan promotes self-discipline, positive interaction and behaviour and encourages children to take responsibility for their own actions. We expect children to be courteous, well behaved and respectful at all times. Any breach of discipline will be dealt with in an appropriate manner according to the discipline policy.

Student Code of Conduct

Schools are required to have a Student Code of Conduct which sets down acceptable student behaviour and appropriate disciplinary measures.

Our Student Code of Conduct reflects a combination of educational and social objectives for the discipline, welfare and well-being of students within a positive social environment.
We believe that a positive approach to discipline based on a sound awareness by students of their rights, responsibilities and the consequences of their behaviour, is essential in pupil management.

Dunkeld Consolidated School's values and principles:

- All children have the right to be protected and feel safe.
- All children have the right to be treated with respect.
- All children have the right to be an individual.
- The Principal, staff and children should be able to work in an atmosphere that is free from intimidation, harassment and bullying.
- All children are expected to be polite, courteous and well mannered.
- Parents have a right to expect that their child will be educated in a secure environment where care, courtesy and respect for others is encouraged.
- Parents have an obligation to support the school in its efforts to maintain a productive learning and teaching environment.
- Teachers should expect to be able to teach in an atmosphere of order and cooperation.
- The Principal and staff will fairly, reasonably and consistently implement the Student Code of Conduct.

At the beginning of each year class teachers will work on a set of rules with their children. The following will serve as a guideline to formulate these rules:

1. Move and play safely.
2. Care for yourself, others and property.
3. Resolve problems calmly, sensibly and fairly.
4. Respect others through your speech and manners.
5. Work to the best of your ability and allow others to do the same.

Our "outside" rules are constant from year to year and encompass the above. A set of rights and responsibilities outlining acceptable and unacceptable behaviour is necessary in order for a school to meet its educational and social goals.

Rights and Responsibilities

We are conscious at Dunkeld Consolidated School that these rights and responsibilities are underpinned by our Values.

Rights	Responsibilities
The right to feel safe at school	To learn and obey all school rules
The right to learn without interference from others	To attend class prepared to learn and not interfere with the learning of others
The right to be treated with respect and in a fair and equitable manner free from harassment	To treat others with respect and resolve differences through discussion and compromise and not conflict
The right to expect your property to be safe	To accept the responsibility for taking care of your own and other people's property.

Teacher's Responsibilities

- To be aware of their influence on children in behaviour, manners and appearance.
- To use strategies to encourage self-discipline in students.
- To take equal responsibility to uphold the Code of Conduct.
- To be thorough with supervision on yard duty.
- To keep up with management techniques.
- To document behaviour problems and seek assistance.

Consequences

- Restorative approach taken to restore positive social relationships.
- If a problem is not too serious, the teacher(s) will talk to the student to try to reach an understanding. Acceptable behaviour will be encouraged.
- When discussions fail, the student is referred to the Principal. The problem is discussed and an agreement is put in place whereby parties have a clear understanding of how to ensure appropriate behaviour in the future. An appropriate disciplinary action may be taken.
- If behaviour continues to be a concern, the Principal will contact parents to further discuss the situation. An understanding will be sought and appropriate discipline action taken.
- Continuing misbehaviour could lead to withdrawal, suspension or expulsion. DEECD guidelines will be adhered to.

Student Wellbeing

Illness and Absences

It is important that your child attend school regularly; but if she/he is sick, home is the best place to be. If a child becomes ill at school he/she is rested in the sick bay. The parents are notified if the child should be taken home.

When your child has been absent from school you are required to supply the school with a note in their student diary or verbal explanation the next day the child attends. If you know in advance that your child will be absent we would appreciate this information in writing.

Although it is sometimes unavoidable that family holidays occur during the school term this is very disruptive to your child's education. Where possible, holidays should be during the school holidays or if the period needs to be longer, then adjacent to holidays. Teachers cannot be expected to set special work or "catch your child up" if they have been on a family holiday during teaching time.

Parents will be contacted if continued absences are recorded.

> *"We wanted to say thanks for the care you showed for our son today. It was really appreciated and we were very grateful for it. We both love Dunkeld School and the care and affection you all showed today was really heart-warming, so thanks." (DCS parents)*

Inclement Weather and Sun Smart

When weather is too cold, hot or windy an announcement will be made and children will be supervised in the classroom.

Hats are compulsory from September to April but they may be worn throughout the year if desired. As the school is a recognised "Sun Smart" school by the Anti-Cancer Council, "no hat, no play", is School Policy. It is advisable for the children to leave a hat at school. The school hat should be worn because it offers best protection from the sun and is identified as part of the school uniform. Baseball caps are not recognised as being an appropriate hat by the Anti-Cancer Council and therefore are not acceptable. The school provides a free hat to incoming Preps. New school hats may be purchased from the school office.

Please discuss with your child the importance of playing in the shade on hot days and having frequent drinks of water. The school is air-conditioned. There is no early dismissal on hot days.

Medication/Allergies

In the interest of safety, no medicines will be administered by teachers unless written permission and instructions are given by parents. All medication and instructions must be given to the teacher to look after. If this is necessary, please assist us by providing medication in the original packaging that indicates your child's name, the dose required and the time the medication is to be given. Signed parental permission is required.

Parents must notify the school of any asthma attacks their child has had and an Asthma Plan is written. The school must also be notified of any allergies that their child may have.

Emergency Information

Emergency information is contained on a database held at school. Information is updated each year at re-enrolment; please notify the school of any changes to address, phone number, doctor, work, emergency contacts etc, as they occur, as it is important that we have accurate information for our records.

Please make sure you give the school two emergency contact numbers which are current and are **NOT** the child's parent or guardian. This is **VITAL** in cases of emergency. Parents will be contacted first if there is a problem with a child but if neither parent can be contacted then the emergency numbers are contacted. These are usually grandparents or friends who live in the district.

It is suggested that parents keep their Ambulance cover up to date. Ambulance transport can be a huge, unexpected expense if you are not covered.

Bushfire At-Risk Register

It has been determined by State Government Departments that the Dunkeld Consolidated School is at high risk of fire danger and has been placed on a Bushfire At-Risk Register. Inclusion of this register is a trigger for school, kindergarten and child care facilities to close on days declared by fire authorities as being Code Red Days.

As Dunkeld has been identified at risk of bushfire it will be closed on days declared 'CODE RED".

The process for school closure is as follows:
Where possible, up to three days' notice of a planned closure will be provided. Parents and carers should, however, expect that in some instances fewer than three days' notice may be provided. Once a final decision to close is confirmed at 12.00noon the day prior, this decision will not change – regardless of any changes in the weather forecast. This will help limit confusion and help your family plan for how your children will be cared for when their school, kindergarten or child care centre is closed. Advice will be provided to you directly by our school. When a school or children's service is closed for bushfire, no staff will remain on site.

Bus routes passing through high-risk areas or routes operated by school in high-risk locations will be closed on high-risk days. A school bus route will be closed if it has to pass through an area affected by the fire even if the associated school is not affected by fire and remains open. If a bus route is threatened by unexpected fire, the school will enact its local Emergency Management Plan.

Disabilities

Teachers should know if your child suffers from any physical, medical or emotional problems. Please don't overlook this. Children with a disability may be eligible for support through the Disabilities and Impairments Program. The Principal can arrange for appropriate assessment and submissions for this.

Primary School Nursing Program

The Primary School Nursing Program is a free service offered by the Department of Education and Early Childhood Development (DEECD). The aim of the program is "to promote child health and wellbeing and to assist in the early identification of children with potential health related learning difficulties". A health assessment is offered to all Prep students during Semester 1. Relevant documentation will be sent home to all Prep families before the School Nurse visit. For general child health information visit: www.betterhealth.vic.gov.au or www.raisingchildren.net.au

Infectious Diseases

School Exclusion Table

Schedule 7: Minimum Period of Exclusion from Primary Schools and Children's Services Centres for Infectious Diseases Cases and Contacts *(Public Health and Wellbeing Regulations 2009).*

The following table indicates the minimum period of exclusion from Primary Schools and Children's Services Centres required for infectious diseases cases and contacts as prescribed under the Public Health and Wellbeing Regulations 2009 – Schedule 7. In this Schedule 'medical certificate' means a certificate of a registered medical practitioner.

Disease or Condition	Exclusion of Cases	Exclusion of Contacts
Amebiasis *(Entamoeba histolytica)*	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Campylobacter	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Chickenpox	Exclude until all blisters have dried. This is usually at least 5 days after the rash appears in unimmunised children, but may be less in previously immunised children.	Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded.
Conjunctivitis	Exclude until discharge from eyes has ceased.	Not excluded.
Diarrhoea	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Diphtheria	Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later.	Exclude family/household contacts until cleared to return by the Secretary.
Haemophilus type b (Hib)	Exclude until 4 days of appropriate antibiotic treatment has been completed.	Not excluded.
Hand, Foot and Mouth disease	Until all blisters have dried	Not excluded.
Hepatitis A	Exclude until a medical certificate of recovery is received, but not before 7 days after the onset of jaundice or illness.	Not excluded.
Hepatitis B	Exclusion is not necessary	Not excluded.
Hepatitis C	Exclusion is not necessary	Not excluded.
Herpes ("cold sores")	Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible.	Not excluded.
Human immuno-deficiency virus infection (HIV/AIDS)	Exclusion is not necessary.	Not excluded.
Impetigo	Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.	Not excluded.
Influenza and influenza like illnesses	Exclude until well.	Not excluded unless considered by the Secretary.
Leprosy	Exclude until approval to return has been given by the Secretary.	Not excluded.
Measles	Exclude until at least 4 days after the onset of rash.	Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case, or received NHG within 144 hours of exposure, they may return to the facility.
Meningitis (bacteria – other than meningococcal meningitis)	Exclude until well.	Not excluded.
Meningococcal infection	Exclude until adequate carrier eradication therapy has been completed.	Not excluded if receiving carrier eradication therapy.

Mumps	Exclude for 9 days or until swelling goes down (whichever is sooner).	Not excluded.
Pertussis (Whooping Cough)	Exclude the child for 21 days after the onset of cough or until they have completed 5 days of a course of antibiotic treatment.	Contacts aged less than 7 years in the same room as the case who have not received three effective doses of pertussis vaccine should be excluded for 14 days after the last exposure to the infectious case, or until they have taken 5 days of a course of effective antibiotic treatment.
Poliomyelitis	Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery.	Not excluded.
Ringworm, scabies, pediculosis (head lice)	Exclude until the day after appropriate treatment has commenced.	Not excluded.
Rubella (German measles)	Exclude until fully recovered or for at least four days after the onset of rash.	Not excluded.
Salmonella, Shigella	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Severe Acute Respiratory Syndrome (SARS)	Exclude until medical certificate of recovery is produced.	Not excluded unless considered necessary by the Secretary.
Streptococcal infection (including scarlet fever)	Exclude until the child has received antibiotic treatment for at least 24 hours and the child feels well.	Not excluded.
Tuberculosis	Exclude until receipt of a medical certificate from the treating physician stating that the child is not considered to be infectious.	Not excluded.
Typhoid (including paratyphoid fever)	Exclude until approval to return has been given by the Secretary.	Not excluded unless considered necessary by the Secretary.
Verotoxin producing *Escherichia coli* (VTEC)	Exclude if required by the Secretary and only for the period specified by the Secretary.	Not excluded.
Worms (Intestinal)	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.

Information about Pediculosis (head lice) may be obtained from the Department of Health website: www.health.vic.gov.au/headlice/

Revised November 2014