



Macarthur Street Primary School Information Booklet 2023



Macarthur Street Primary School

401 Macarthur Street

Soldiers Hill, Ballarat, Vic. 3350

Ph: 03 53324746

Email: macarthur.street.ps@education.vic.gov.au

Website: www.macps.vic.edu.au

Principal: Mr Anthony Cross

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Welcome

Macarthur Street Primary School extends a very warm welcome to members of our school community. At Macarthur Street, we strive to provide a safe environment in which every child is valued, their wellbeing fully nurtured and their academic potential realised. In your child's classroom we facilitate a developmental curriculum which is compatible with our understanding of the ways in which children learn and develop. This approach makes learning relevant and meaningful to every child.

It employs a range of approaches to learning involving the children in active inquiry and capitalising on children's interests and experiences. Our curriculum challenges all students at their point of need and develops self-esteem, nurtures positive attitudes towards others and their learning environment.

At Macarthur Street Primary School (MSPS) we actively promote a school/home partnership. Parents are encouraged to communicate regularly with us with regard to their children and opportunities for school community feedback are provided. We appreciate the fact that parents support us by reinforcing the values and skills which are promoted and developed at MSPS. This alignment with the school assists in ensuring that children value their education and get the most out of their school experience.

At MSPS we welcome and value parents'/carers participation in the life of our school, it is an important factor in making sure that the best possible learning outcomes are achieved by children. It also makes it possible to greatly increase the range of worthwhile activities we do at school. You can participate both formally and informally through:

- Parent helpers in classrooms
- Assistance with sport or athletics
- Participation in school excursions or whole school activity days
- Joining School Council or a School Council Sub-Committee
- Supporting social/fundraising events.
- Staying up to date with news about what is happening at school.

We are confident that you will enjoy your time at MSPS and look forward to a long and happy association with you.

Anthony Cross
Principal

General information

Office hours

8:00am – 4:00pm Monday to Friday.

Telephone: 5332 4746

School email: macarthur.street.ps@education.vic.gov.au

Website: www.macps.vic.edu.au

2023 Term dates

Term 1

First day of term: Monday 30th January

Last day of term: Thursday 6th April (normal finish)

Foundation students do not attend school on Wednesdays until the first Wednesday in March. The Foundation teacher organises a schedule for Wednesdays in February in which individual students attend at a specific time to undergo a series of activities to determine their school entry skills.

Term 2

First day of term: Monday 24th April

Last day of term: Friday 23rd June (2:30 pm finish)

Term 3

First day of term: Monday 10th July

Last day of term: Friday 15th September (2:30 pm finish)

Term 4

First day of term: Monday 2nd October

Last day of term: Wednesday 20th December (1:30 pm finish)

PUBLIC HOLIDAYS - 2023

Monday 13 th March	Labour Day
Friday 7 th April	Good Friday
Monday 10 th April	Easter Monday
Tuesday 25 th April	Anzac Day
Monday 12 th June	Kings's Birthday
Friday 29 th September	AFL Grand Final (TBC)
Tuesday 7 th November	Melbourne Cup day

Days to remember

Wednesday: 7.30am cut off time to order Canteen lunches on QKR app!

Wednesday: Canteen

Fridays: Newsletter (Mac News) fortnightly send out on the even weeks of term on a Friday and Assembly takes place on the odd weeks of term on a Friday in the Library or outside undercover area (depending on weather) at 2.50pm.

School times

We recommend that you arrive at school at 8:50am – this enables your child to put away their bag, take notes to the office and get ready for the day.

School Starts	9.00am
Learning Block	9:00 – 11:00
First Play	11:00 – 11:30
Lunch in classrooms	11:30 – 11:45
Learning Block	11:45 – 1:45
Recess play	1.45 – 2:15
Learning Block	2:15 – 3:15
School Finishes	3:15pm



Keeping in touch

School Newsletter

To keep you informed of school activities, a newsletter, known as 'Mac News', is produced fortnightly on a Friday (even weeks of term), distributed to families via Compass and placed on our web page. Our newsletter is our most vital form of communication to you of events and information regarding your child's school activities. There are limited copies of the school newsletter available from the school's General Office.

School Website

Our school website, www.macps.vic.edu.au, is a source of information for the school and wider community to use to keep up to date with school events, projects and communications.

Facebook

Our school also has a Facebook page <https://www.facebook.com/macarthurstreetps>
Facebook is another tool we use to communicate with our parents and school community.



Absences

It is important that parents notify the school of absences which occur. This can be done through Compass, by email or by ringing the school office on 5332 4746. The Department of Education and Training requires that all absences are explained; this is a legal requirement.

Accidents

At Macarthur Street PS every effort is made to avoid accidents. However, in the event of an accident we provide necessary first aid for your child's welfare. If further medical assistance is required every endeavour will be made to contact you.

You can help in this regard by ensuring that we always have up to date telephone contact details for parents/guardians and an emergency contact person. Please inform the office when changes occur in employment and/or telephone numbers.

Assessment and Reporting

Assessment and Reporting are essential elements of the learning and teaching process and are vital to the way students think about themselves and are engaged in the process of learning.

Assessment is the ongoing process of gathering, analysing and reflecting on evidence to make informed and consistent judgements to improve future student learning.

Reporting is the process by which information on student achievement, including plans for their future learning, is communicated to students, parents and other teachers.

The Assessment and Reporting program enables parents to be fully informed of their child's progress.

Elements of the program are:

- Written reports at the end of terms two and four
- Three Way Conferences (Parent, Teacher & Student) meetings held in June or July to discuss student progress, areas for development and goal setting.

Specialist Programs

At Macarthur Street Primary School Specialist Programs are provided in:

- Visual Arts
- Cooking
- STEAM/Science
- Language Other Than English – Auslan
- Physical Education

Canteen

The Canteen is an external provider and is open on a Wednesday for lunch orders. All orders are to be completed using the QKR! App by 7:30am of the Wednesday morning.

2023 Menu/Price List:

Hot Food	Price
Meat Pie	\$4.90
GF Meat Pie (GF)	\$5.80
Veggie Pastie (V)	\$4.90
Party Pie	\$1.20
Party Sausage Roll	\$1.20
Tomato Sauce	\$0.30

Lunches Off the Grill	Price
Chicken Snitzel Burger, Letuce, cheese, mayo	\$5.70
BBQ Beef, cheese and bacon Roll	\$5.10
Cheeseburger	\$5.35

Other Hot Options	
Pizza - Hawaiian	\$3.50
Pizza - Cheese	\$3.50
GF Pizza (Cheese)	\$4.50
Toastie - Cheese / Ham & Cheese	\$3.60
Toastie - Ham, Cheese, Tomato / Chicken & Avo	\$3.90

Choose a Wrap, Sandwich or Roll	Price
Salad (V)	\$4.80
Ham and Salad	\$4.70
Chicken and Salad	\$4.90
Note Rolls or Wraps Extra	\$1.00

Fruit	Price
Fruit Salad (V) (GF)	\$3.00

home made Sweet Treats	Price
Mini Muffin - Choc Chip, Blueberry, Banana (V)	\$2.50

Drinks	Price
Fruit Box - Apple, Apple&Raspberry, Tropical	\$1.90
Small Flavoured Milk - Chocolate, Strawberry	\$2.90
Bottled water	\$1.50

Classroom helpers

Parents are encouraged to assist in classrooms helping teachers and students in many very practical ways. These can include, but are not limited to hearing children read, helping in the classroom with small group or individual activities, making and/or organising resources, helping on excursions, assisting in the running of sports programs etc. Contact your child's teacher to find out how you can assist.

Curriculum Days - Student Free Days

The Department of Education and Training (DET) deems four Curriculum Days per year to be allocated as days where children are not required at school. These days are used for Professional Development sessions for teachers, Curriculum/Policy Planning Days and Parent Reporting.

DET have allocated the first day of Term 1 as a Student Free Day across the State of Victoria. Parents will be informed of the dates for the remaining Curriculum days. This will be done via the School Newsletter, the calendar section, and Up Coming Events section on our webpage.

Illness

Whenever children become ill at school, they will be cared for while a parent or emergency person is being contacted to take charge of them.

Parents are asked to leave any medication to be taken during the day at the office and complete a medication plan. All medications will be placed in a sealed container in the Office with the child's name, date and dosage written on it.

It is expected that no child will be sent to school while suffering from contagious diseases, vomiting, diarrhoea, fever etc. Please keep children home until they are well enough to participate in learning programs.

Infectious Diseases

Throughout your children's primary school life they will probably come into contact with one or more of the common infectious diseases. The list below contains some of the more common infectious diseases and the exclusion requirements of the child concerned.

DISEASE	EXCLUSION REQUIREMENTS
Chicken Pox	For at least five days after the first spots appear, or when blisters have all crusted.
Measles	For at least four days from the appearance of the rash or until recovery or a medical certificate is produced. Non immunised students in the class (this is currently under Human Services review and may extend to non-immunised students throughout school) to be excluded for thirteen days from the first appearance of rash in the last occurring case, unless immunised within 72 hours of first contact.
Mumps	Exclusion from school until nine days after onset of swelling.
Ringworm	Tinea Corporis (body) - excluded from school for 24 hours following the commencement of treatment. Tinea Capitis (head) – until treatment has commenced.
Rubella (German Measles)	Until fully recovered or at least four days from the onset of the rash.
Impetigo (School sores)	Until treatment has commenced sores on exposed surfaces must be Covered with water tight dressings.
Whooping Cough	Excluded from school until five days of antibiotics have been taken.

IMPORTANT Please notify your child's teacher of ANY health problem which may affect the child's capacity to learn at school. Similarly, let your child's teacher know about things that may be affecting him/her emotionally e.g. parents' separation, deaths, incidences of bullying. Confidentiality will be maintained. It is also important to notify the school immediately you are aware your child has contracted an infectious illness.

Immunisation Certificate

Children who begin school require an Immunisation Certificate. Children who are not immunised should be excluded from school if there be an outbreak of measles, diphtheria, polio or whooping cough.

You can find immunisation information on your MyGov account under Medicare.

Lost property

We encourage children to take personal responsibility for their own clothing and property. All lost property is placed in a basket near the Office, named items will be returned to the owner.

Lunch Arrangements

Students have a break outside from 11:00am to 11:30am and then eat their lunch in their rooms from 11:30am to 11:45am. Please provide a lunch box and drink bottle which your child can open and close by themselves. Please, no sweet drinks!

Please wrap play lunch separately and make your child aware of the difference between this and lunch. Your child should have a drink bottle containing water that they can access throughout the course of the day.

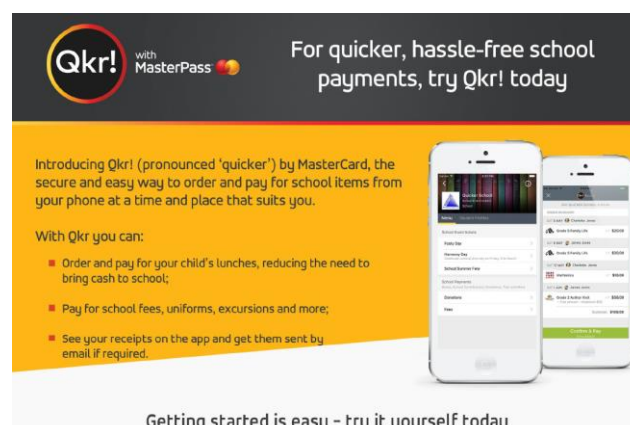
Payments and Forms

Booklist (student materials)

All students will require stationery items at each respective year level. Items will vary but generally will include items such as books, scissors, glue sticks, pencils, textas, coloured pencils crayons etc. To reduce the overall cost to parents for student stationery the school has engaged in a third party supplier. Items can be purchased online, individually named stationery packs will be delivered to your child's classroom before the start of the school year. Information will be sent home to parent during start of term 4 for the next year's booklist requirements. Enrolments starting throughout the year will need to obtain the book supplies from Officework or a stationary store, as the external supplier ceases orders at the start of the school year.

The **Qkr! App** is available for families of students at Macarthur Street Primary and is our preferred payment method. You can use Qkr! to pay for Curriculum Contributions, school excursions, camps and other school payment items such as Canteen orders and fundraising events, directly from your mobile device at a time convenient to you. Payment notification is received immediately; payments can be made using your MasterCard or Visa. All feedback to the school office is very welcome.

Alternatively, we also accept cash. When sending payments with your child, please enclose the correct money in a School Payment Envelope. The office does not give change, any change will remain on student's school account. This envelope needs to be clearly marked with the reason for payment and your child's name.



Qkr! with MasterPass

For quicker, hassle-free school payments, try Qkr! today

Introducing Qkr! (pronounced 'quicker') by MasterCard, the secure and easy way to order and pay for school items from your phone at a time and place that suits you.

With Qkr! you can:

- Order and pay for your child's lunches, reducing the need to bring cash to school;
- Pay for school fees, uniforms, excursions and more;
- See your receipts on the app and get them sent by email if required.

Getting started is easy - try it yourself today

Excursion Levy

Families are required to pre-pay an Excursion Levy (set by School Council) to cover the costs of:

- local excursions
- major excursions out of Ballarat
- swimming program



The Excursion Levy for 2023 is approximately \$125.00

The Excursion Levy ensures all excursion costs are paid for and that collection of small amounts of money over the year is not necessary. Families are encouraged to pay this cost at the beginning of the year or in quarterly payments per child at the beginning of each term.

Eligible families who hold a Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) are entitled to apply for the Camps, Sports and Excursion Fund (CSEF) to help subsidise the annual excursion levy. The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student. Primary school students receive \$125.00. CSEF eligibility will be subject to the parent/legal guardian's concession card being validated with Centrelink on the first day of either term one (27th January 2023) or Term 2 (24th April 2023).

Out of School Hours Care Program

The School offers access to After School Care Program run by Ballarat YMCA throughout the school year. For all enrolment and booking information, please contact Ballarat YMCA on 5329 2800.

Permission forms/notices

Permission forms/notices give information regarding specific activities and are sent home on prior to the activity or excursion taking place. Students cannot participate without the permission of their parent or guardian. Please ensure that this is completed by the due date to avoid your child being unable to participate.

Physical and medical conditions

Please notify the school immediately of any physical defects in sight, hearing or conditions such as anaphylaxis, diabetes, asthma or epilepsy. This will ensure adequate safeguards to be taken to protect the health of your child. Specific medical plans are required for some illnesses.

School injuries and insurance

The Department of Education and Training does not hold accident insurance for school students. Parents and guardians are responsible for paying the cost of medical treatment for injured students, including any ambulance/transport costs. Most medical costs will be refundable by Medicare. If you are a member of an ambulance or health fund, you may also be able to claim transport or other expenses from the fund.

School Assemblies

A weekly school assembly is held fortnightly on a Friday afternoons at 2.50pm in the Library or outside overcover area. The assembly, conducted by the students, is designed to be a celebration of the week at school. Each class presents a report about the highlights of their learning week, awards are presented for appropriate behaviour, appreciations are shared and reminders about future events are given. Parents are welcome to attend our assemblies.

School Council

School councils play a key role in the running of government schools in Victoria by:

- Engaging the local community in the life of the school
- Setting the vision, strategic direction and identity of the school
- Ensuring sound governance of the school
- Reporting annually to the school community on the activities of the school.

Elected Members of School Council are expected to attend one evening meeting twice a term. In addition, they may be asked to attend at least one meeting of a particular sub-committee per month, or as necessary. School Council membership brings with it a responsibility to work in the interests of all students in our school community. Council membership is a rewarding way to share expertise and participate in an important aspect of school life.

Supervision

Children are supervised in the school grounds from 8:40am each day. At the end of the day students are expected to leave the school ground and go straight home. The exits at Doveton & Armstrong Streets are supervised until 3.30pm at which time students are supervised at the reception area.

Student support services

The student support services program provides access to specialist learning and health support in all Victorian Government Schools. Specialist staff include educational psychologists, social workers, school nurses, student welfare coordinators, speech pathologists, visiting teachers and curriculum consultants.

Support for families

If you are having difficulties meeting the costs associated with school please speak to Anthony (Principal) or BJ (Business Manager), as we may be able to assist in some way.

Camps Sports Excursions Fund (CSEF) is available for parents/guardians who are eligible and hold a Centrelink concession or HealthCare card. Applications for CSEF are processed at the beginning of Term 1 and will close at the end of Term 2. Please contact Jenny in the office for an application.

State Schools Relief is a not for profit organisation that supports families in need by providing new school uniform and educational resources. A prep uniform package is also available in Term 2 for parent/guardians who are eligible and receive the (CSEF) in Term 1.

School Uniform

All children from Foundation to Year 6 are required to wear only the official school uniform as listed below. A uniform dress code reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school. Issues of equality, health and safety, and expense are also factors that contribute to the establishment of the Dress Code.

Wearing of the school uniform is deemed compulsory with the aim to:

- promote equality amongst all students.
- further develop a sense of pride in, and identification with our school.
- provide a school uniform that is practical, comfortable, attractive and affordable
- maintain and enhance the positive image of the school in the community.

In accordance with our Sun Smart Policy all students are required to wear an approved school hat during Terms 1 & 4 in all outdoor activities. If a child does not wear a hat during the summer months, they will be required to sit in a designated shade area.

Girls' Uniform

Checked school dress

Navy shorts, navy pants or navy pleated skorts

Sky blue polo shirt with school logo

Navy windcheater or ½ zip polo fleece jumper with school logo

Black school shoes, or runners.

Navy blue bucket sun hat with school logo / school beanie

Winter pinafore/tunic

Boys' Uniform

Navy shorts or navy cargo pants or tracksuit pants

Sky blue polo shirt with school logo

Navy windcheater or ½ zip polo fleece jumper with school logo

Black school shoes, or runners.

Navy blue bucket sun hat with school logo / school beanie

Accessories such as socks and hair ties are to be in appropriate colours such as navy, pale blue, white or maroon. Shoes are to be appropriate for school activities. No thongs, sandals or open toed shoes are allowed for safety reasons.

Please Clearly Label All Of Your Child's Uniform Items

Please make sure your child has a warm coat to wear in the colder months preferably in a school colour. School jumpers, tracksuit & cargo pants, skorts, polo shirts and shorts can all be purchased at the school's uniform supplier:

RUFCUT CLOTHING

202 Lyons St S, Ballarat Central

Phone: (03) 5332 2477

Hats and reader bags are available for purchase from the Office.

Child Safe Standards

All children have a right to feel safe and to be safe, including at school. Registered schools have an important responsibility for keeping children safe and protect them from abuse.

All registered schools are required to develop strategies to embed a culture of child safety at the school.

Ministerial Order 870 requires all schools to meet the minimum seven child safety standards:

Standard 1: Strategies to embed an organisational culture of child safety

Standard 2: A child safe policy or statement of commitment to child safety

Standard 3: A code of conduct that establishes clear expectations for appropriate behaviour with children

Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel

Standard 5: Processes for responding to and reporting suspected child abuse

Standard 6: Strategies to identify and reduce or remove risks of child abuse

Standard 7: Strategies to promote the participation and empowerment of children.

Our aim is to ensure that the Macarthur Street Primary School community including; school employees, contractors and volunteers, parents and families, visitors and children has a commitment to keeping all children safe from harm in all physical and online school environments including excursions and camps.

Statement of Commitment to Child Safety

Macarthur Street Primary School is committed to providing a safe environment for all children.

- We believe all children have a right to feel safe and to be safe.
- We have zero tolerance for child abuse.
- We actively work to listen to and empower children.
- We have systems to protect children from abuse.
- We are committed to promoting safety for all children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.

PROTECT

Everyone has the right to be safe and be protected from abuse.
No one should behave in a way that makes you feel unsafe or afraid, including anyone in your family, anyone at school or anywhere else in the community.
Tell a teacher or any adult at your school if you feel unsafe.

It's everyone's responsibility.
Adults at school must listen and respond to concerns about child abuse.
If you suspect abuse of any child or young person, you have a responsibility to report it, even if you are not sure.

Further information & resources
www.education.vic.gov.au/protect

THE EDUCATION STATE | VICTORIA GOVERNMENT | DEPARTMENT OF EDUCATION AND TRAINING | DEPARTMENT OF EDUCATION | CECV | VICTORIAN REGISTRATION & QUALIFICATIONS AUTHORITY

*Thank you for taking the time to read over this information.
Please feel free to contact the school if there is anything you are unsure about or feel
is not covered in this document.*



Built in 1878, Macarthur Street Primary School remains one of Ballarat's most significant buildings. This picture (circa 1930) depicts the slate roofing and symbolic belltower which were replaced in 1966.



'Where the past and the future meet'.