



Monavale Mail

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Welcome to
WEEK 3!

Reminder:

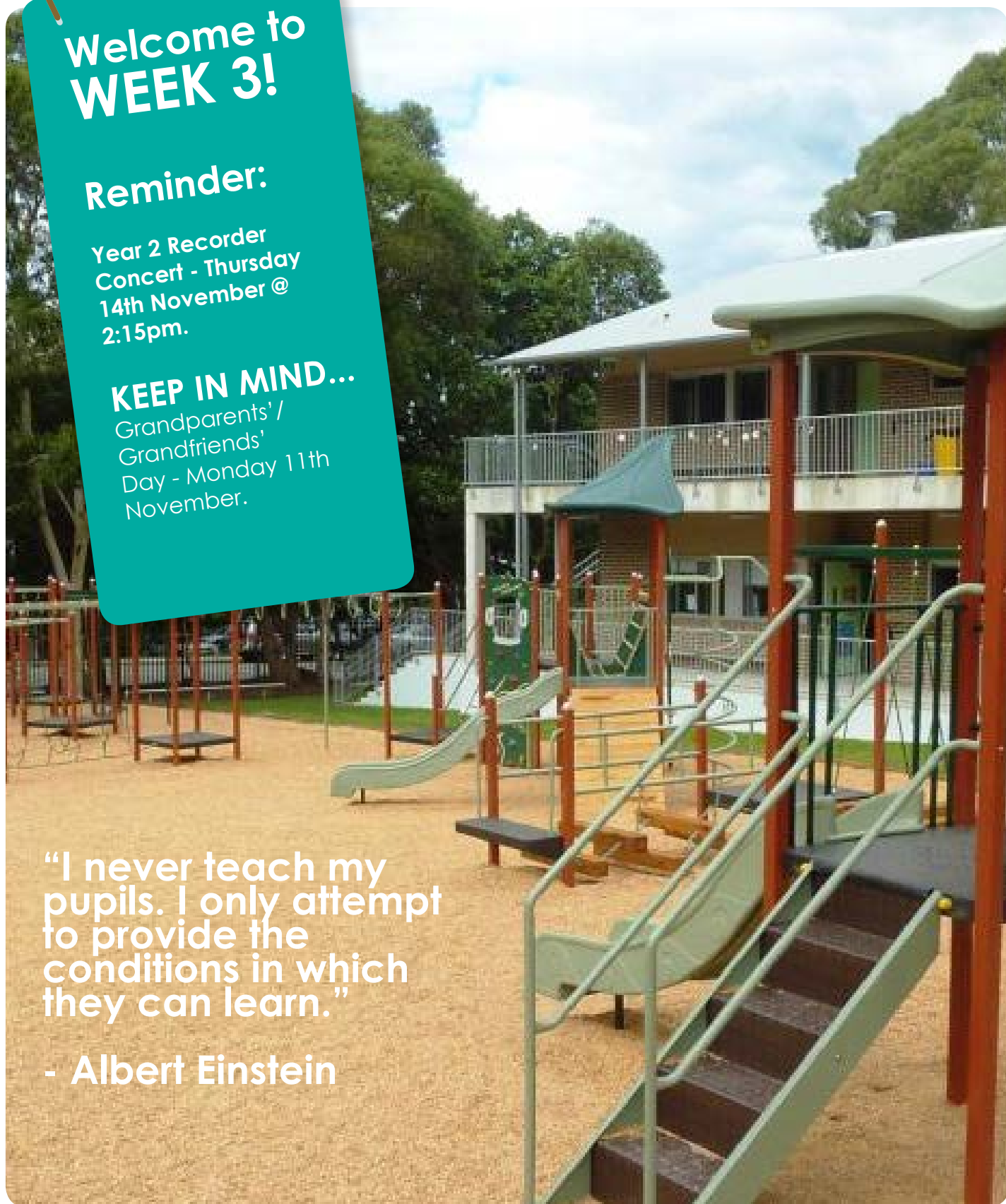
Year 2 Recorder
Concert - Thursday
14th November @
2:15pm.

KEEP IN MIND...

Grandparents' /
Grandfriends'
Day - Monday 11th
November.

"I never teach my
pupils. I only attempt
to provide the
conditions in which
they can learn."

- Albert Einstein





Calendar

Mona Vale Manners

Week 4

Listen
carefully
without
fiddling."

(begins Monday 4th
November)

WEEK 4

MONDAY 4th

Band & Strings Assessments

TUESDAY 5th

Band & Strings Assessments

WEDNESDAY 6th

Band & Strings Assessments

State Athletics Carnival

2020 Band Recruitment Night

THURSDAY 7th

Band & Strings Assessments

Kindergarten 2020 Orientation

State Athletics Carnival

FRIDAY 8th

Band & Strings Assessments

WEEK 5

MONDAY 11th

Band & Strings Assessments

Grandparents' /Grandfriends' Day

TUESDAY 12th

Band & Strings Assessments

Year 5 @ PHS Mini Lessons

WEDNESDAY 13th

Band & Strings Assessments

TLC Movie Night

Year 3 Buddy Training

Band Recruitment Evening

THURSDAY 14th

Band & Strings Assessments

Kindergarten 2020 Orientation

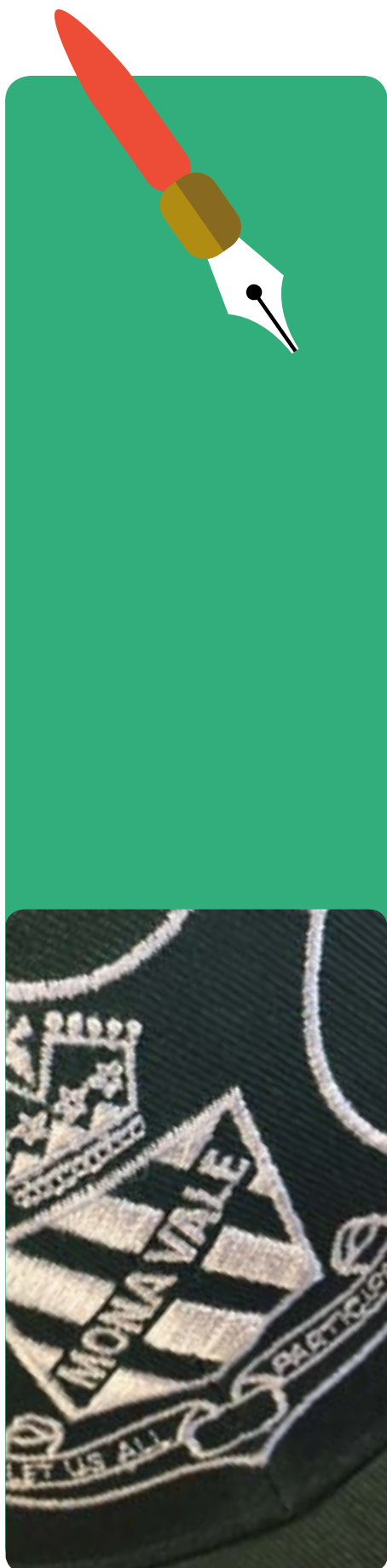
Year 2 End of Year Recorder Concert

FRIDAY 15th

Band & Strings Assessments



From the Principal



Staffing

Congratulations to **Karina Kelson** who was successful at panel and has been appointed as our Assistant Principal Special Education. We are very excited to have Karina on our executive team from 2020.

Class Placement Forms

Every year we give parents the opportunity to make us aware of particular issues or special needs that we should consider when placing the students in classes. Every effort is made to ensure that each child's needs, including friendships, are considered. Please note due to staffing constraints it is not possible to consider requests for specific teachers. Please find the Class Placement form attached to this newsletter.

School Run4Fun Colour Explosion

Such an amazing day of fun and laughter for all! Thank you to our P&C for organising the event and to our parent volunteers and teachers for all their help to make the day such a success. Well done!

Regards

Shirlee-Ann Curtis
Acting Principal



From the Office

Administration Hours:

8:30am - 3:15pm

Notes On The Website

Please check the notes on the website regularly for notes that have been added to the website.

Year 6 APP

We had a glitch with our flexischools app which affected our Year 6 group. This has now been rectified. If you are having trouble with your app, please go and reattach yourself to the Year 6 group.

Carpenter Required

If you are a carpenter that would like to quote on replacing our timber bench seating, please contact Leonie Gallard in the school office on 9999 3481 or leonie.gallard@det.nsw.edu.au



Term Accounts

Reminder term accounts have been emailed out today. Please finalise any term accounts don't so that we can pay our providers prior to our financial year end.



From the Office

Administration Hours:

8:30am - 3:15pm

Reminder - Year 5 – Selective High School Applications For 2021

If you would like to have your child considered for Year 7 selective high school entry in 2021, you need to apply on the internet using a valid email address (not the student's email address).

Information and an intention to apply information has been added to the school website – see the notes and forms tab, Term 4. Please complete the intention to apply slip and return it to your class teacher.

Applications close online at 10pm on 11th November 2019. You must apply before the closing date.

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

Leonie Gallard
School Administration Manager



PHS School Visit



Yesterday, 30th October, Year 6 participated in an incursion to help them transition into Year 7. The day was very successful and Year 6 enjoyed it very much. They took part in a Science lesson focusing on chemistry and also one in Agriculture.

In Science, we discovered what would happen when a universal liquid added to water, vinegar (acid) and bicarb soda (base)... The water turned green, the vinegar turned red and the soda turned green and all of them combined turned orange and green.

In Agriculture, we learnt how the high school students look after baby chicks and how eggs change colour depending on breed of chicken. We also learnt about all the other exciting animals and features in the agriculture at PHS, for example the alpacas, crickets, the sheep and the emotional support dogs Ralph and Tank.

We finished off with a Q&A session, where we got to speak to the Year 9 Peer Support Leaders. They gave us advice, suggestions on how we can ease ourselves into our next school adventure and allowed us to ask questions about Year 7 camp, subjects and of course the school canteen! Overall, the day was a great experience and it has definitely prepared us a bit more to transition into high school next year.

By Kiah and Justin – Ministers for Communication





School Hats

From Day 1, Term 1, 2020 all Mona Vale PS students will be required to wear the new school hat. In line with Department policy, there has been a two year roll-over period and from the beginning of next year, students who continue to wear the old style caps will no longer be able to play outdoors and will be asked to sit in the shade, in line with our 'no hat no play' policy.

The new hat was brought in after consultation with the school community, including the Student Representative Council (SRC) and based on the most up to date advice provided by the Cancer Council.

As we move in to the warmer months of spring and the increased risk of UV damage we would encourage those of you whose children are still in the caps to consider purchasing a school hat in the near future, and certainly before the end of term.

Hats can be purchased through the school uniform shop.





House Winner

Week 3
placegetters are:

1st: Barrenjoey

1st: Hawkesbury

3rd: Warringah

4th: Pittwater

The winner this week is...

Barrenjoey!

Hawkesbury!



Volunteers

The canteen needs volunteers all the time! Lots of spaces this term so please if you've time to help out it would be much appreciated and fun.

There are always ways to help in the canteen so please don't be shy! If you have time or want to help out at any time get in touch by popping in or emailing on canteen@mona-valepsca.com.au

End of Term

The last day for FLEXISCHOOLS full menu is Friday 13th December.

On Monday 16th and Tuesday 17th December ONLY SUSHI will be available to order on FlexiSchools.

Canteen is closed on the last day of Term Wednesday 18th December.





Canteen

	MONDAY 4th	TUESDAY 5th	WEDNESDAY 6th	THURSDAY 7th	FRIDAY 8th
4	Helpers Needed	Corrina B Amy	Steve T Emma K Nadine D	Tatum M Emma B	Danni R Kerry W Sandy C Helpers Needed
	MONDAY 11th	TUESDAY 12th	WEDNESDAY 13th	THURSDAY 14th	FRIDAY 15th
5	Hanna J Helpers Needed	Kathryn C Michelle	Nikki Louise	Bec S Katie P	Angela I Mel S Lily Slavujevic
	MONDAY 18th	TUESDAY 19th	WEDNESDAY 20th	THURSDAY 21st	FRIDAY 22nd
6	Stuart Nadine D	Donna R Hayley H	Jack P Esther	Terry K Bec B Sanet	Suhenito Shervy Karly J
	MONDAY 24th	TUESDAY 25th	WEDNESDAY 26th	THURSDAY 27th	FRIDAY 28th
7	Anne W Skye R Elaine G	Christina G Gi G	Emma K Helpers Needed	Michelle HA Helpers Needed	Helpers Needed
	MONDAY 2nd	TUESDAY 3rd	WEDNESDAY 4th	THURSDAY 5th	FRIDAY 6th
8	Angus G Tina N	Corrina B Amy	Anthea F Natalie W	Tataum M Rebecca W	Julie R Nikki H Mel D
	MONDAY 2nd				
9	Donna R Kerry W	Christina G Helpers Needed	Jack P Leonie T Nadine D	Terry K Helpers Needed	Helpers Needed



Uniform Shop

Opening Hours

Mondays 2:30pm - 3pm

Tuesdays & Thursdays 8:30am - 10:30am

2019 Volunteer Portal is active for Term 4. Volunteers are always needed, even if you can spare a couple of hours once or twice a month. We are looking for volunteers to assist with Stocktake on Wednesday 27th November. If you are able to volunteer in the shop, please go to website www.carebookings.com.au

Enter event code: **B7MJN** in the green box

Year 6: Forms for Graduation Bears / Balls have gone home, it is also available in the Term 4 Notes tab on the website. You can also order on Flexischools. Orders close 22nd November.

Year 6 going to Pittwater High School: We have managed to acquire some Pittwater High Uniform to try on here at our Uniform Shop. A message from the High school is that Orientation Day is very busy, please get in early. You will be able to try on some sizes of various items we have here, and either place an online order through their website, or visit the Uniform Shop. Their opening times are Tuesday and Thursday 8.15am - 11.15am (note: they are second hand items, and whilst we don't have everything available in each size, it will be enough to give you a starting point).

Year 6 going to Narrabeen Sports High School: A message from the High school is that Orientation Day is very busy, please get in early. The Uniform Shop is open every day from 8am-9am during school term. They are open every day from January 20th to January 24th from 8am-12pm. There is no online ordering.

Hats: Reminder that as of the beginning of 2020, ALL students will be required to wear wide brim hats, caps will no longer be a part of our uniform.

Profits made during the year in the uniform shop are given back to the P&C to support initiatives.

Regards

Hanna Jones
Uniform Shop Supervisor
uniformshop@monavalepsca.com.au



2019 Term Dates



TERM DATES



1

Students return - Wednesday 30th January (Years 1-6) (Year 3-6 School Swimming Carnival)

Kindergarten Best Start Assessments – Wednesday 30th January, Thursday 31st January & Friday 1st February

Kindergarten starts - Monday 4th February 2019

Last day for students - Friday 12th April 2019

2

Staff Development Day – Monday 29th April 2019

Students return – Tuesday 30th April 2019

Last day for students – Friday 5th July 2019

3

Staff Development Day – Monday 22nd July 2019

Students return – Tuesday 23rd July 2019

Last day for students – Friday 27th September 2019

4

Students and Staff return – Monday 14th October 2019

Last day for students – Wednesday 18th December 2019



Respect, Responsibility, Personal Best

CLASS PLACEMENT FORM for 2020

When forming classes, every effort is made to ensure that each child's needs, including friendships, are considered.

If you would like to make us aware of particular issues or special needs that you feel we should consider when placing your child, please complete this form and **return it by Friday, 15th November 2019** to the administration office. **No correspondence will be accepted after this date.**

It should be noted by parents that due to staffing constraints it is not possible to consider requests for specific teachers. Please note that previous years' requests are disregarded. The information provided below, is for 2020 placement only.

Parent/Carer's Name _____ Contact No. _____

Child's Name _____

Please list your child's previous classes:

2019	
2018	
2017	

Please outline the information that needs to be considered when placing your child.

It is strongly recommended that you discuss this information with your child's teacher, if appropriate. Have you discussed this information with your child's teacher? YES NO

Please return completed forms to the Front Office by Friday, 15th November 2019.
No correspondence will be accepted after this date.



Band & Strings Cake Stall

IT'S TIME TO GET YOUR CAKE ON

FRI 1 NOVEMBER

EVERYTHING \$1

Please bring small change

Children will be escorted to the hall by
teachers at recess or lunch

Gluten free options available

Band & Strings Families
please drop your
cakes off to the hall
before the bell



Mona Vale Band and Strings present

Year 3 and Year 4 DISCO



Date: Friday 1st November

Where: Mona Vale Public School Hall

When: 6~7:30pm

What: Chance to dance with friends. A live DJ and our very own Big Band will play too. Come dressed in the theme of **Movie Stars and Characters!** Use your imagination to come up with a great outfit – prizes for best dressed and best dancing. Light refreshments will be provided.

Tickets: Buy tickets www.flexischools.com.au for \$12

(Otherwise it is \$15 at the door).

Flexischools cut off is 9:30am Friday 1st November

All money raised goes towards the Mona Vale Band and String Program.





Training Band 2020

Parent & Student Information Night

Wednesday 6th November 6.00pm

Dear Parents,

We would like to offer all children who will be in Years 3-6 in 2020 the opportunity to join the school's successful band program. We invite all those interested students and parents to attend our information night on Wednesday 6th of November at 6:00pm- 7:30pm in the School Hall. The evening will be fun and informative for students and parents. It provides a chance for any questions you may have regarding the program and will take approximately one and a half hours. This year students who attend the evening information session and show interest will participate in blow-testing with specialist instrumental teachers to make sure all students are on the best instrument for them.

This will be happening on Monday 28th October and Tuesday 29th October:

If you are interested in your child finding out what instrument might right be for them please sign up on:

<https://forms.gle/ou3SDEvcVtNExDyNA>

We look forward to seeing you at the information evening.

Mona Vale Band & String Committee
Mrs. Jacqui Shaw Creative Arts Coordinator



Save the date!

Grandparents/Grandfriends Open Afternoon

Monday 11th November, 2019

1:30pm-2:45pm



GRANDPARENTS' AND GRANDFRIENDS' DAY



Dear Grandparents/friends,

The students at Mona Vale PS would like to invite you to an afternoon of creativity. Please come and create a piece of art with us in our classrooms. Every student and their Grandparents/friends will add to a collaborative collection of canvases that will be displayed around the school. The students would also love to show you the amazing work they have done throughout the year and the beautiful displays in their classrooms.

The Library will be open for Grandparents to visit and purchase a book for donation, if they wish. The library will be open from 1pm until 3pm and classroom will be open from 1:30-2:45pm.

Date: Monday 11th November 2019

Time: Please arrive around 1:30pm and make your way to classrooms. If you don't know where your student's room is, please enter through the Waratah St gate and our lovely helpers will guide you in the right direction.

If you have more than one grandchild at school, there will be time to visit different classes during the afternoon.

We look forward to a wonderful afternoon of fun and creativity.

A Halloween-themed poster for a library event. The background is orange. At the top left, the word "HALLOWEEN" is written in large, white, blocky letters with a black outline. Below it, in a white script font, is "at the Library" and "come hang out with us". To the right, three jack-o'-lanterns with different faces are hanging from thin lines. Above them are several black bats and a spider web. At the bottom left, a black silhouette of a dog is shown. At the bottom right, the text "THE HUNT is ON" is written in a black, hand-drawn style, followed by a black silhouette of a dog. A black banner at the bottom contains the website address in white text.

HALLOWEEN
at the Library
come hang out with us

**DON YOUR MOST SPOOKTACULAR OUTFIT AND JOIN US FOR SOME FUN...
BEWITCHING BOOKS, GHOSTLY TALES, HAUNTING HUNTS AND MORE**

www.northernbeaches.nsw.gov.au/library/whats-on/all-library-events/halloween-library

THE HUNT is ON



It's a ~~wonderful~~ life

FROM DIRECTOR OF BRIDESMAIDS PAUL FEIG
AND ACADEMY AWARD®-WINNING WRITER EMMA THOMPSON

Last Christmas



**Tender Loving
Community**

Have fun at our fundraising movie screening!

Warriewood United Cinema

Wednesday 13 November

6.30pm for a 7pm start

Adult w/champagne \$40

Adult no drink \$30

Teen no drink \$25

Book tickets at: www.trybooking.com/553504

Facebook.com/TenderLovingCommunity | TenderLovingCommunity.org.au



Wheeler Heights Public School

Respect, Responsibility & Personal Best

Parents and Citizens Association

ROLE

Canteen supervisor

HOURS

15

Hours per week,
Casual

WAGES

Level 3

in accordance with Fast Food
Industry Award 2010 (MA000003)



Wheeler Heights Public School P&C Association operate the school canteen 5 days per week throughout the NSW government school term.

- Flexible working hours
- School friendly hours
- Priority on sustainability and healthy food
- Supporting local community
- Canteen is the focal point for the school community
- Familiar with the NSW Healthy Food Guidelines for Schools

ROLE DESCRIPTION

Purpose of the role

The Canteen supervisor is responsible for the management and operation of the school canteen according to the policies and procedures of Wheeler Heights Public School P&C Association.

The Canteen supervisor will support the development of strong relationships within the school community in particular with the students, parents and volunteers, teachers, and other school personnel.

Policy

The Wheeler Heights Public School canteen aims and objectives are to; provide nutritious, hygienically prepared and healthy food at an affordable and reasonable price. As a public school the Canteen supervisor will support and follow the Department of Education and Communities 'Nutrition in Schools Policy'. Menu options should always encourage healthy eating habits in our children.

Reports

The Canteen supervisor is to submit a written report each month to the Canteen Convener who will report to the P&C Association as required.

Authority

The Canteen supervisor has responsibility for authorising purchases/ordering necessary products and produce to deliver a menu in line with the Nutrition in Schools Policy. The Canteen supervisor has responsibility for the management of the Canteen and direction of volunteers.

Address

36 Veterans Parade, Collaroy Plateau, NSW, 2097

Contact



Paul Hardy

president@whps-pandc.org



Suz Baker

secretary@whps-pandc.org

KEY RESPONSIBILITIES

The Canteen supervisor is responsible for the management of the day-to-day operations of the school canteen. This includes the following responsibilities:

- Planning, organising, and monitoring the day to day operations of the canteen and staff, including the rostering of voluntary workers, daily record-keeping, opening and closing the canteen, preparation and cooking for service and ensuring all workers sign in and out;
- Menu Planning in collaboration with the WHPS P&C for daily specials, regular items as well as snack items for recess and lunch;
- Developing, implementing and managing procedures to deliver the food service;
- Providing leadership to canteen employees and volunteers to ensure the delivery of an affordable food service to the school community;
- Ordering, purchasing and checking all supplies against invoices and delivery dockets;
- Processing payments weekly with notification provided to the P&C Treasurer to allow for account payment;
- Processing payments into WHPS P&C financial system including a balance each month, reconciling at end of each month to the bank statements of the Canteen accounts;
- Use food preparation and food handling skills to minimise waste;
- Induction and training volunteers in the food preparation and other procedures to deliver an affordable food service to the school community;
- Ensuring that the products and services supplied by the canteen are marketed and promoted to generate a high level of sales on a daily basis;
- Ensuring that food products prices are monitored and value for money considered;
- Counting, recording and reconciling the daily takings according to school policy for safe handling of money;
- Ensure that stock is kept at appropriate levels and a stock take is undertaken at the end of each school term;
- Implement procedures and processes regarding food safety to ensure that correct food handling and hygiene practices are performed to prevent food spoilage, contamination and subsequent food poisoning;
- Ensuring all canteen workers including volunteers are familiar with correct food handling and hygiene practices in line with relevant legislation;
- Co-operate with the Wheeler Heights Public School P&C Association, in organising the ordering, delivery and storage of items for special events being conducted by the P&C Association;
- Ensuring the health, safety and welfare of others in the canteen including undertaking a canteen risk assessment for hazards every term according to WH&S legislation;
- Security in the canteen, such as money, keys, arming security alarms, locking all doors and windows, switching off all appliances (except refrigeration units) and restricting entry to the canteen to only those who are authorised to be there;
- Ensuring that the cleaning incidental to the main function of the canteen is carried out daily (e.g. dusting of shelves and stock, wiping down benches, cleaning of all equipment and fixtures) in accordance to the cleaning procedures set out in the food safety plan;
- Logging maintenance issues and adhering to WH&S policies and procedures;
- Ensuring a pleasant working environment for the volunteers;
- Ensure that the operation of the canteen is in line with the values of the school community; and
- Ensuring that students are treated with respect and dignity and should any issues arise, these will be immediately reported in writing to both the P&C Association's employer representative and the school Principal.

Address

36 Veterans Parade, Collaroy Plateau, NSW, 2097

Contact

 **Paul Hardy**
president@whps-pandc.org

 **Suz Baker**
secretary@whps-pandc.org

FURTHER INFORMATION

A copy of the Fast Food Industry award can be found at:
<https://www.fairwork.gov.au/ArticleDocuments/872/fast-food-industry-award-ma000003-pay-guide.pdf.aspx>

A copy of the National Employment Standards information sheet can be found at: <https://www.fairwork.gov.au/employee-entitlements/national-employment-standards/fair-work-information-statement>

As a paid employee of Wheeler Heights Public School P&C Association, the Canteen supervisor is answerable to Wheeler Heights Public School P&C Association, the employer's representatives can be found at the following link
<https://wheelerhts-p.schools.nsw.gov.au/parents-information/p-c.html>

Address

36 Veterans Parade, Collaroy Plateau, NSW, 2097

Contact



Paul Hardy

president@whps-pandc.org



Suz Baker

secretary@whps-pandc.org

Pittwater High School's November

CAR BOOT SALE

Sunday 10th November
7.30am - 1.30pm

Available on the day

BARGAINS FOR BUYERS

Sausage sizzle, drinks,
coffee and cakes

PLUS Junior
Stage Band
performing

BOOKINGS ESSENTIAL

www.trybooking.com/BEQBL

Vehicle \$45 / Trailer \$55

ALL PROCEEDS ASSIST THE PHS INSTRUMENTAL TOUR

