



Mona Vale Mail

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**Welcome to
WEEK 7!**

Reminder:
K-2 Text and Exercise
Books are now
available to order
online.

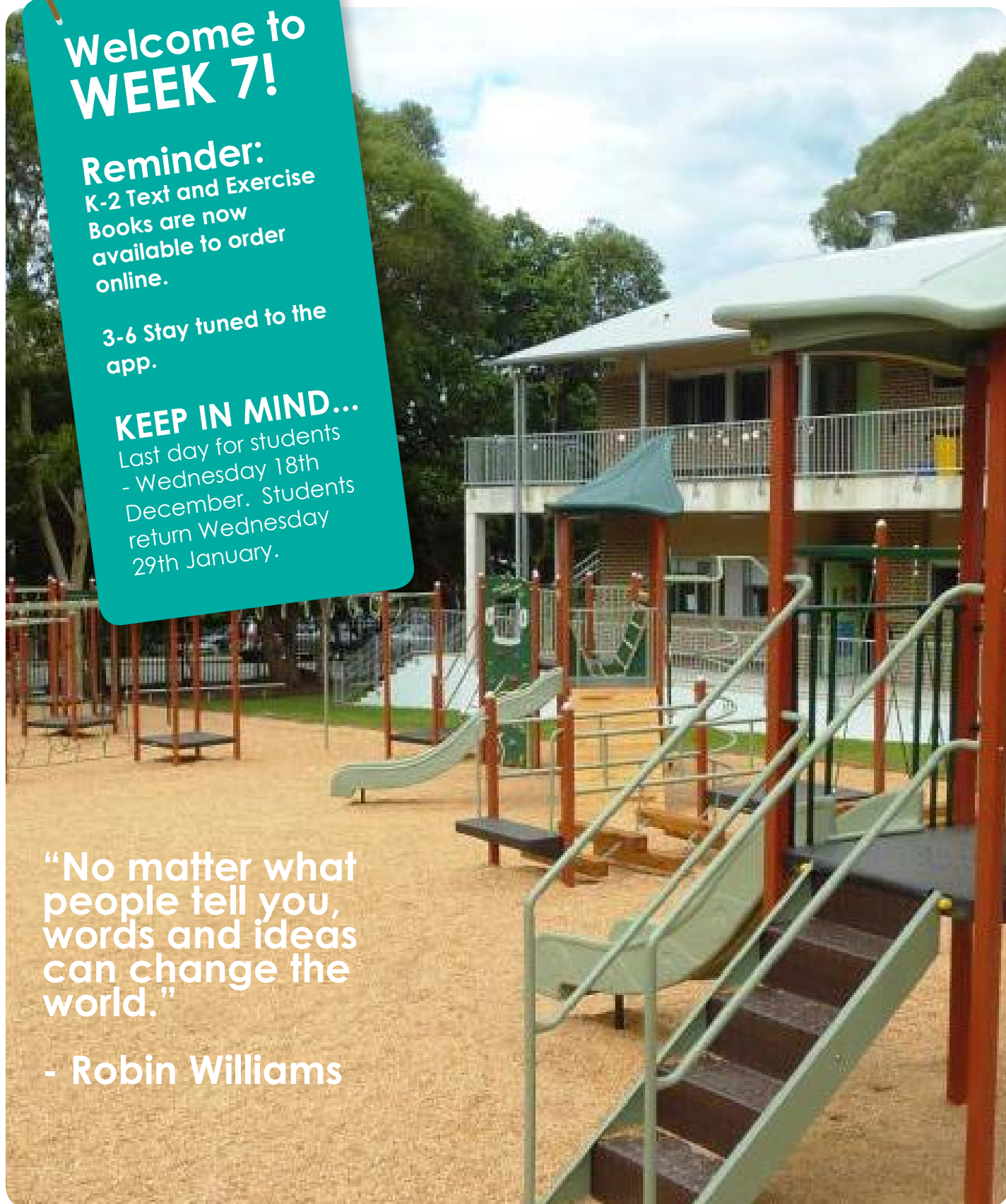
3-6 Stay tuned to the
app.

KEEP IN MIND...

Last day for students
- Wednesday 18th
December. Students
return Wednesday
29th January.

**"No matter what
people tell you,
words and ideas
can change the
world."**

- Robin Williams





Calendar

Mona Vale Manners

Week 8

Look at
people when
they
are speaking
to you. Have
'eye contact'.

*(begins Monday 2nd
December)*

WEEK 8

MONDAY 2nd

TUESDAY 3rd

Scripture Assembly

WEDNESDAY 4th

THURSDAY 5th

Honour Assembly

FRIDAY 6th

WEEK 9

MONDAY 9th

Super String Soiree

TUESDAY 10th

10:30am Parent Helpers Morning
Tea

7pm Class Parent Meeting

7:30pm P&C Meeting

WEDNESDAY 11th

THURSDAY 12th

Presentation Day

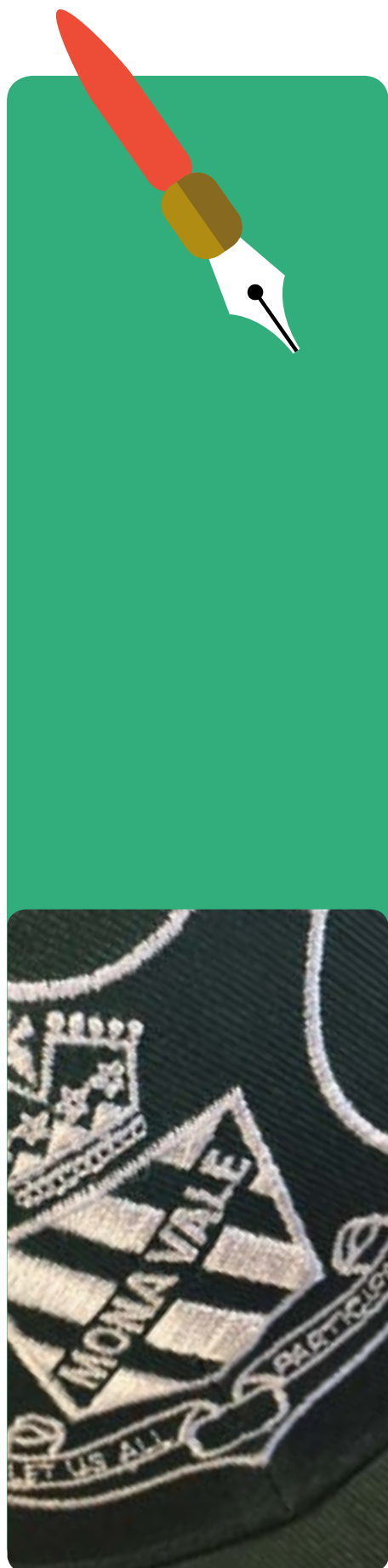
Big Band Bash

FRIDAY 13th

Kindergarten 2020 Welcome
Assembly



From the Principal



Energetic, entertaining, inclusive, cheeky, collaborative... these are the words that come to mind when describing the journey Year 6 took us all on when we visited Slippery Slopes school camp as part of their play 'Let Loose'. The audience was kept on the edge of their seats right until the very end as we waited to see how the Mona Vale PS students outwitted the Toffington College students. We would like to commend all of Year 6 for their dedication and commitment to this annual milestone at Mona Vale PS. Of course, the support from their teachers was integral to the success of the performance, which saw two matinee and two evening performances to a packed house. Thank you so much to **Miss Kelsall, Mr Kelson, Mrs Leacy, Miss Channon, Mrs Tier, Mrs Kelsan** and **Mrs Glen**. We all appreciate the additional effort into creating such a wonderful opportunity for our students.

It was also wonderful to see our budding Stage One scientists displaying their science projects during yesterday afternoon's Stem Celebration. Thank you to **Miss McGain** for igniting curiosity in our students as they thought like a scientist: posing problems and questions around how our world works. Thank you to the many families who came along to the afternoon exhibition.

At this busy time of year, our students have been out and about in excursions and sporting events. I have enjoyed hearing about Year 1 visits to Elizabeth Farm and Kindergarten visits to the Botanical Gardens where students helped save Alexander. Thank you to our Kindergarten and Stage One teachers and our parent volunteers for organising these events and for ensuring such opportunities are so enjoyable for our students.

This morning our Kindergarten, Year 5 and Sports team presented their 2019 Spiral of Inquiry to the staff. This is a professional learning activity where teachers work on a 'problem of practice'. The sports team looked at developing hand-eye coordination, Year 6 looked at how collaboration can be taught to students and Kindergarten teachers explored developing independence in students. It was wonderful to hear how teachers had looked at data, researched and taught skills and then examined the impact for students. We look forward to further work using this process in 2020.

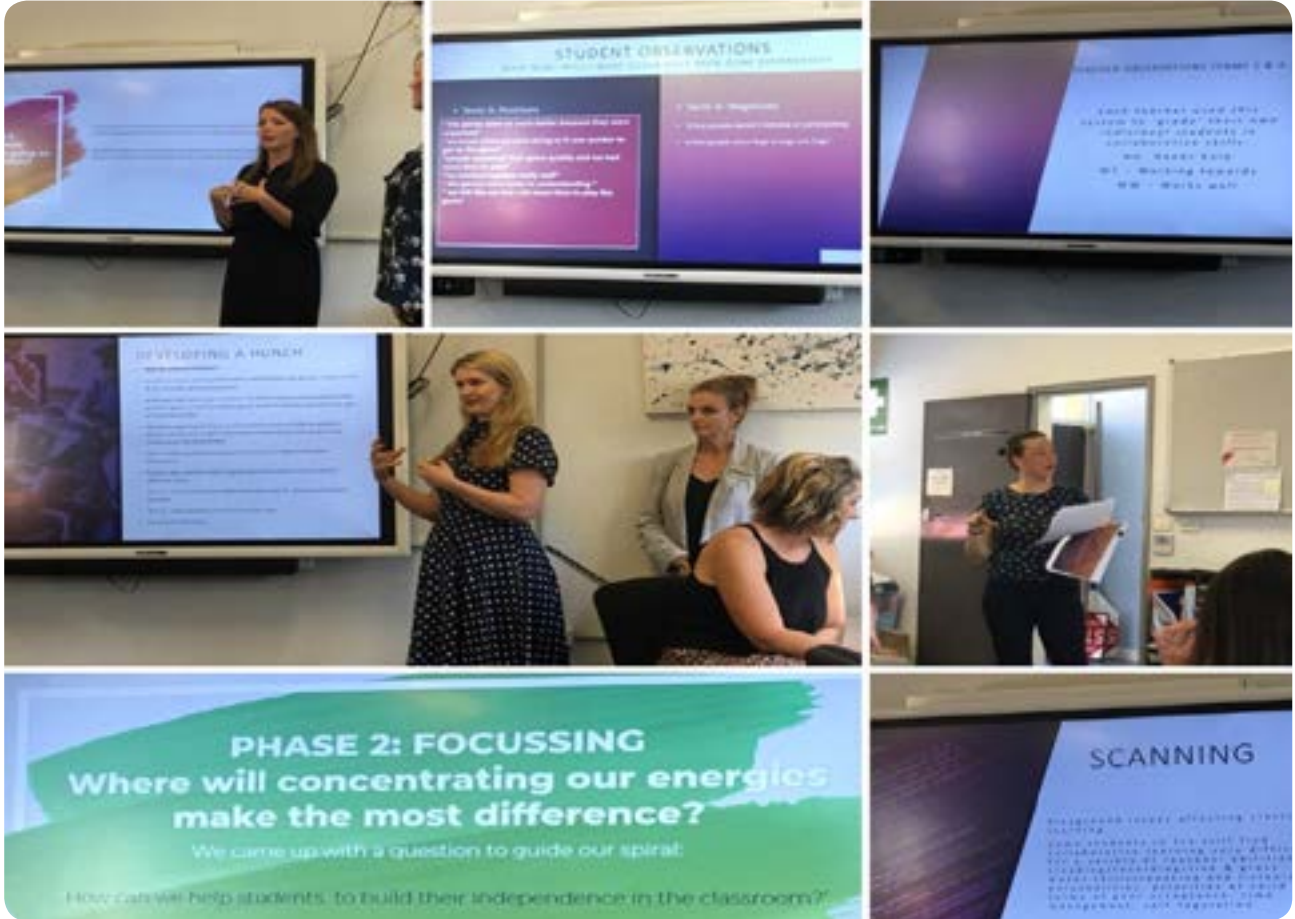


From the Principal





From the Principal



Regards

Shannan Judge
Principal



From the Office

Administration Hours:

8:30am - 3:15pm

Notes On The Website

Please check our website regularly for notes.

Text And Exercise Books

Text and Exercise books are ready to order online for Kindergarten 2020, Year 1 2020, Year 2 2020 and Year 5, Year 6 Opportunity classes 2020.

In previous years we have used two suppliers for text and exercise books. This year it is a "one stop shop" so you only need to purchase one pack per child which will include text and exercise books.

Please go to our website to the "Notes and Forms" tab, "Planning for 2020". All the instructions are there for you to order your books online.

Please make sure you order **BEFORE MONDAY 13TH JANUARY**, so that your books are ready for a smooth transition into 2020. Late orders will incur an administration fee.

Years 3-6 your books will be available to order NEXT WEEK. Please stay tuned to the app for details.

Stationery lists are being finalised and they will be uploaded to the website shortly. Stationery can be purchased from the supplier of your choice.

Whooping Cough And Chicken Pox

We have a number of cases of Whooping Cough and Chicken Pox. If your child shows any signs or symptoms please take them to the doctor and keep them at home until you get confirmation and complete appropriate medications. Please see our website for further details.

Graduation Jackets – Year 6 2020

Students currently in Year 5 – it is time to order your Graduation Jackets for Year 6. Please see the website for the order form. Please note the cut off date for orders is Friday 29th November. No late orders will be accepted. The safest way to return your orders is via email to uniformshop@monavalepsca.com.au.



From the Office

Giving Tree

If you would like to donate a present to charity, please bring your present in a gift bag and leave it at the giving tree in the office. This year we will be supporting charities such as Bushfire victims, Bear Cottage, Stewart House and Dalwood Spilstead. Thank you

Year 5 – 2020 PCS High School Extension Test

Please see our website for information regarding applications for 2020 PCS High School Extension tests. Applications close in February, 2020.

Message From TLC

Thank you so much to everyone who supported the TLC movie – we are thrilled to announce that we raised \$3227, which is a great result at this busy time of the year. THANK YOU!

TLC is fundraising with The Entertainment Book: the new version is available for 12 months from activation, making it the perfect Christmas Gift. Not only is it full of excellent savings and offers, 20% of every purchase is donated to TLC... winning all round! Please purchase anytime at <https://www.entbook.com.au/2004q37>.

Regards

Leonie Gallard
School Administration Manager





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 summer 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.





Presentation Day

On Thursday, 12th December we will be holding our annual Presentation Day assemblies. There are two assemblies, one for 3-6 students and one for K-2. At Presentation Day, a large number of awards are presented for a wide range of areas. Please see the following for information on these awards.

Cultural Awards

There are a number of cultural awards that are presented and recipients are chosen by teachers.

- Public Speaking and Debating
- Senior Choir
- Junior Choir
- Year 2 Choir
- Nicole Everson Memorial Award for Dancing
- Senior Girls/boys dance group
- Junior Dance
- Stage 1 Dance
- Drama Award
- Ray Trevor-Wilson Award for Band (3 awards)
- Orchestra Award
- Positive Mindset Award

Citizenship Awards

Citizenship awards are presented to those students who have upheld the school's values and shown themselves to be an exemplary citizen throughout the year. The award recipients are chosen by teachers.

- Margaret Collins Citizenship – Year 6 student
- Marie Hunter Memorial Award (2 awards) – Year 2 students
- Elizabeth Crick Citizenship – Year 1

Sport Awards

- Champion Sport (boy and girl) – points are calculated during the year for representing themselves, the school, the zone, the region and/or the state at various sports carnivals.
- NSW Premier's Sporting Challenge Award – chosen by the Sport Coordinator in consultation with the Principal. This student has achieved personal bests in sport throughout the year and displays exemplary sportsmanship.



Presentation Day

Principal's Award

The Richard Hoskin Principal Award recognises two senior students for their achievement and school service to staff and fellow students. The recipients are decided on by teachers.

Academic and Class Awards

DUX – highest academic student in English and Mathematics from Year 6.

Year 6 Academic Excellence – awarded to the highest academic student in English and Mathematics from Year 6, not including the Year 6 Opportunities Class.

There are 3 class awards (1 for support classes):

Academic Excellence – top performing academic student in the class

Citizenship – chosen by class teacher

The third award is decided on by the class teacher and may be for such things as: consistent effort, improvement, attitude to learning, etc.

In addition, on Presentation Day we announce the new school leaders to the school community and recognise and award students who have reach the top of our award structure and are receiving a Mona Vale Medallion.

How will I know if my child is receiving an award?

You will receive a letter nearer to the date.

More information on the organisation of the assemblies will be published in next week's newsletter.



SRC Project

TerraCycle has created a zero waste solution for pens, textas and markers. The SRC and the school community have been busy collecting all of the above items and we are excited to be sending the box back this week. THANK YOU students and teachers!

We are now going to look into what items are made from the recycled products and see what we could possibly use at school. Watch this space....





2M Gives Back

2M Gives Back!

2M have been thinking of other people in the community who are going through hard times at this time of year. They decided to collect non-perishable foods, toiletries and special gifts for families who need a little bit of extra love and support.

2M worked as a team and donated enough items to fill up 3 big washing baskets of items as part of the Salvation Army's Food and Gift Appeal.

If you would like to donate to this appeal, you can place your gifts or non-perishable foods under the Kmart Wishing Tree.

Well done, 2M!





Sport News

A huge **Congratulations** to all our Summer PSSA teams.

What a fantastic season with amazing results!!!

Our Junior girls Cricket, Senior girls Softball, boys Tball, Senior boys and girls Tag teams were all deemed champions of their respective competitions. Senior boys and Senior girls Cricket were runners up.

Well done to all our team members and coaches.

We are very proud of your achievements.

Thank you

Mel Stevenson
Assistant Principal, Stage 3
Sport Coordinator





Canteen

	MONDAY 2nd	TUESDAY 3rd	WEDNESDAY 4th	THURSDAY 5th	FRIDAY 6th
8	Angus G Helpers Needed	Corrina B Amy Gi G	Anthea F Natalie W	Tataum M Rebecca W	Julie R Nikki H Mel D
	MONDAY 9th	TUESDAY 10th	WEDNESDAY 11th	THURSDAY 12th	FRIDAY 13th
9	Donna R Kerry W	Christina G Michelle Felicity B	Jack P Leonie T Nadine D	Terry K Helpers Needed	Helpers Needed
	MONDAY 16th	TUESDAY 17th	WEDNESDAY 18th	THURSDAY 19th	
10	SUSHI ONLY	SUSHI ONLY	CANTEEN CLOSED LAST DAY OF SCHOOL	STAFF DEVELOPMENT DAY	

Volunteer Call Out!

Any chance any one has an extra hour or two running towards the end of Term then please let me know. We would really like an extra pair of hands heading towards the end of the year.

Dates in need of help are : Monday 2nd December, Thursday 5th December, Thursday 12th and Friday 13th December.

House keeping

A reminder that on Monday 16th and Tuesday 17th December there will only be SUSHI available on Flexischools. The canteen is preparing for the holiday break by emptying freezers, fridges and pantry so are not able to provide a full service on these dates. The canteen will be closed on the last day of Term.

Rebecca O'Donnell
Canteen Supervisor
9997 2442



Uniform Shop

Opening Hours

Mondays 2:30pm - 3pm

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

Year 6 going to Pittwater High School: We have managed to acquire some Pittwater High Uniforms 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@monavalepspca.com.au



2020 Term Dates



TERM DATES



1

Students return - Wednesday 29th January (Years 1-6) (Year 3-6 School Swimming Carnival)

Kindergarten Best Start Assessments – Wednesday 29th, Thursday 30th & Friday 31st January

Kindergarten starts - Monday 3rd February 2020

Last day for students - Friday 9th April 2020

2

Staff Development Day – Monday 27th April 2020

Students return – Tuesday 28th April 2020

Last day for students – Friday 3rd July 2020

3

Staff Development Day – Monday 20th July 2020

Students return – Tuesday 21st July 2020

Last day for students – Friday 25th September 2020

4

Students and Staff return – Monday 12th October 2020

Last day for students – Friday 18th December 2020



MONA VALE PUBLIC SCHOOL

Waratah Street, Mona Vale, N.S.W. 2103
Telephones: 9999 3481 9999 2121 Fax: 9997 8446
Email: monavale-p.school@det.nsw.edu.au
Web: www.monavale-p.schools.nsw.edu.au

Dear Parents & Carers

The eSafetyCommissioner has refreshed their national online safety hub: www.safety.gov.au

Please be aware that students must comply with the terms of service of social media networks. For example, **Facebook and Instagram do not allow any child under the age of 13 to have a personal account.**

<https://www.esafety.gov.au/parents>

<https://www.esafety.gov.au/parents/skills-advice/are-they-old-enough>

Students should not be accessing social media and gaming app sites whilst they are attending school. Teachers have a Duty of Care to report any students under the age of 13 using Instagram and Facebook to the relevant social media provider.

Instagram has a 'Tips for Parents' site where parents can report under age usage, if you are concerned about your child's social media usage.

Please see the following link which advises the age ratings for different gaming and social media apps.

<https://www.esafety.gov.au/key-issues/esafety-guide>

A few examples have been provided below for your information, the full listing is on the link above.

eSafety Parent fact sheets are available in the school office to help your child have safe, enjoyable experiences online.

Kind regards,

Lara Colombage
Assistant Principal | Learning and Wellbeing Coordinator



Instagram

13+

Minimum age according to Instagram

How do I report a child under the age of 13 on Instagram?

Instagram requires everyone to be at least 13 years old before they can create an account (in some jurisdictions, this age limit may be higher). If your child is younger than 13 and created an account on Instagram, you can show them how to [delete their account](#).

If you'd like to report an account belonging to someone under 13 or if you believe someone is impersonating your child who's under 13, please [fill out this form](#). In order to delete a child's account, we'll need to verify that the child is under 13.



Facebook

13+

Minimum age according to Facebook



Facebook Messenger

13+

Minimum age according to Facebook Messenger



Fortnite Battle Royale

13+

Minimum age according to Fortnite



Snapchat

13+

Minimum age according to Snapchat



TikTok (formerly Musical.ly)

13+

Minimum age according to TikTok



YouTube Kids

4+

Recommended age according to YouTube Kids.



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

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Contact



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