



DIARY DATES

DECEMBER:

**Tue 10 – 2025 Year 7
Orientation Day**

**Wed 11 – 2025 Foundation
Transition Session 4**

Thu 12 - G6 Graduation

**Mon 16 Final Assembly 9am
APPS Carols Night 5-7pm**

**Wed 18 – 2025 Foundation
Transition Session 5**

**FRI 20 - LAST DAY OF
SCHOOL, 1.30pm finish
G6 Farewell @1pm**

JANUARY:

**Wed 29 – All students return
to school for 2025**

**TUESDAYS & THURSDAYS
ARE NUDE FOOD DAYS
@ APPS**

DUE BEFORE DATES

**COPIES OF ALL NEWSLETTERS ARE
AVAILABLE ON
OUR SCHOOL WEBSITE**

Principal Team Report

Amsleigh Park PS Baby Boom

We are delighted to share with our community that Miss Wall is expecting her first child in the first half of 2025 and will go on leave at the end of Term 1. It's wonderful news and we wish Miss Wall and her husband Josh all the very best. This continues the mini baby boom at Amsleigh Park with 3 pregnancies in 12 months. It's great to share its happy news with our community.



Final Assembly for 2024

We will be having our final assembly for 2024 on Monday 16th December at 9.00am. This will be a big assembly as we present Grade 6 awards, Kiwanis Awards, announce student leaders for 2025 and say farewell to any staff who are leaving. Parents and carers are warmly invited to come along for this event.

Team Kids Information Session (Webinar)

You should have received an invitation to a special information session with Team Kids, our new provider of OSHC service from the start of 2025. This online webinar is on Monday 9th December at 6.00pm. The link is here: [Microsoft Virtual Events Powered by Teams](#). It's a great opportunity to hear about the exciting programs that will be on offer to our students in before care, after care and in the holiday programs.



Class Structure finalised for 2025

We are pleased to offer another excellent class structure for 2025 with 15 classes.

The class structure is as follows:

Prep x 2
Grade 1 x 3
Grade 2 x 2
Grade 3 x 2
Grade 4 x 2
Grade 3/4 x 1
Grade 5 x 1
Grade 5/6 x 1
Grade 6 x 1

We will be finalising the placement of students in classes over the next week in preparation for our Class Orientation on Wednesday 18th December. Our classes are finely tuned to balance out many factors including size, gender, academic ability, behaviour, participation, friendship and needs. We look for effective working relationships above friendship to ensure that learning is not hampered by distractions, but all students are guaranteed to have a person from their preference list.

All staff will be undertaking a special handover of student information to the next teacher, which is an important part of our transition process.

Coffee Morning



Thanks to parents, carers and staff who came along this morning to our coffee morning. It was lovely to have a chat with you and catch up before the end of the year. Thanks to those who also stayed to watch our Fast Feet Fun Run for our F-2 students afterwards. The kids did well with a really hot run!

Prep transition

This week saw our third Foundation transition session. It was great to welcome along our newest students again this week, where they had a classroom session. It was fantastic to start to get to know the students further, as well as their families. We look forward to having them again each week for the rest of the year. Well done 2025 Foundation Students on a great start at Amsleigh Park!



Year to Year Transition

Staffing 2025

Each new year at school brings some change to staffing as teachers and support staff start families, move house and make changes in their careers. Fortunately, at APPS recruiting new staff is not as difficult as it appears right now in the current teacher shortage. We would like to think this is about offering a positive and highly supportive environment where students and staff both thrive. We are also highly collaborative, and our staff have access to ongoing professional learning and opportunities which we know staff are often seeking in their careers. Having great students and families also helps a lot so we have a lot to offer teachers as they seek new opportunities. Having new teachers on staff also brings new knowledge and expertise to our school, so it's mutually beneficial for all. Please join us in welcoming new staff for 2025.



Our staffing for 2025 is confirmed and a communication will be sent out mid next week with the names of all teachers with the classes they are teaching. Due to her pregnancy Miss Wall will not start the year in a class as it would have meant a change of teacher for one of our groups. Instead, we have opted to recruit a new teacher now who will start the year. To that end I would like to make a sincere welcome to Miss Sandra Phoon who joins us for 2025. Miss Phoon is starting on her teaching career having completed a double teaching degree in 2024 and we are very excited to have her come onboard. Impressively, Miss Phoon has already spent time in our classrooms this week getting to know our students and school, so she will be well prepared to get started in 2025.



The Tutor Learning Initiative



The State Government has once again funded the Tutor Learning Initiative for 2025. This great program has been going since 2021 and has enabled schools across Victoria to provide targeted learning support for children who are not progressing as expected in a learning area. At Amsleigh Park, we have had many students receive support through this program in 2024, and it makes a great difference in their learning. Students who participate in the TLI are generally about 6-12 months behind in a certain area of learning. For example, it might be that

they are progressing well in English but need extra support in Mathematics. In this instance they would receive 2-3 sessions of small group-targeted learning support with one of our tutors for about 1-2 terms depending on how students' progress. Mrs Di Fazio is our intervention leader and does a wonderful job teaching students and helping them with their learning.

Secondary School Orientation Day / Transition Day

On Tuesday 10th December our Grade 6 students attending Government schools in 2025 will be having their Orientation Day at their new schools. We wish them all the very best for this very exciting day!

And finally...

Please note the following dates for your diary for the start of 2025.

Tuesday 28th January 2025 - Staff Resume for 2025 – preparation and planning day – student free day.

Wednesday 29th January 2025 – All students start school for 2025, including Foundation.

Wednesday 5th Feb, 12th Feb, 19th Feb, 26th Feb, 5th Mar – Prep Rest Days 2025

Friday 4th April 2025 – End of Term 1 2025

Well done to all Foundation to year 5 students, who spent a morning this week, up in the next year level, as part of the whole school transition program. Students discussed the things that will be different in the next year and got to visit the area of the school their cohort will work in, in 2025. Overwhelmingly, student were really positive and enjoyed the visit. We will have another visit on Tuesday next week.

Until next time,

Michael Cormick
Principal



Bec Carr
Assistant Principal



FROM THE SCHOOL OFFICE ADMIN TEAM...

Family Accounts

Please regularly check your Xuno account for any fees or events that require payment and or approval. A reminder that unallocated CSEF, receipts or credit notes from your family account can be used to pay for events. Credit note amounts are shown with a negative symbol, **-\$10.00**. If you would like a copy of your current account statement, please email the office.

Student Medications

A reminder that a Medical Action Plan, completed by a doctor, must be provided for any student medication (e.g. Ventolin, Epi Pens, severe allergy medication) stored at the school office.

We cannot store or administer any medication without an Action Plan containing instructions from a doctor. Parents are required to provide up to date Action Plans and inform the school office of any changes to a student's medical condition / action plan.

This does not however, include occasional antibiotics. Wherever possible, parents should request antibiotic prescriptions that can be taken at home, ie Antibiotics that are required 3 times per day can be taken at home in the morning, on return from school and again at bedtime. For students that do require antibiotics at school, a parent must complete a medication authority form when handing medication into the office.

All medication, including over the counter types, must be stored securely at the office for the safety of all students.

It is recommended that students with hay fever etc. take their medication at home before school.

Absences / Late Arrivals

A reminder that all absences should be reported via Xuno. This ensures that Admin staff, who process all attendance data, including late arrivals and early exits, are receiving the attendance information in the first instance. Teachers are notified of the absence/late arrival during this process. If you wish to pass on any further information to teachers, please send them an additional email. Parents are responsible for addressing and updating their child's Unexplained Absences in Xuno. Please regularly check your child's attendance data and update as required. If unable to report via Xuno, absences can also be advised by emailing the General Office or phoning the school and selecting "1" when prompted to leave an absence message.

Students arriving late to school must be first signed in at the office by a parent before going to class.

Parents should complete the sign in register, fill out a "Late Slip" and hand this to their child who will proceed on their own to their classroom and give the late slip to the teacher.

School Emails – Check the email address you are sending / replying to

When contacting classroom teachers, or responding to their emails via Xuno, remember to double check the 'To' address.

Many emails meant for classroom teachers are arriving in the Amsleigh Park PS inbox, along with a huge number of other daily external emails.

Replying to the school inbox may delay your communication being received by the classroom teacher in a timely manner and creates extra work for Admin staff.

When responding to a teacher's email, please refer to their email address that appears within their message and copy & paste that address into the address field.

Thank you,

Karen Hogan
Business Manager



SCHOOL SAVING BONUS (SSB)

Families wishing to use their School Saving Bonus for camp, excursions/incursions, activities must take the following steps:-

1. Reallocate your School Saving Bonus money from "Textbooks/Uniforms" in the School Saving Bonus portal to "School Activities"
2. Email the school inbox (amsleigh.park.ps@education.vic.gov.au) with the subject header "USE my SSB - Child's name – Activity and how much"

We will cross check this with reports that flow through from the SSB Portal to us and then process this allocation manually on your behalf.

More information about the SSB is available here: <https://www.vic.gov.au/receiving-school-saving-bonus>

School Saving Bonus (SSB) Frequently Asked Questions:

- **Can I use the SSB to purchase stationary/book packs?**

No. The SSB cannot be used to purchase Book Packs/Book List Items. The Department of Education has included Textbooks only as allowable purchases using the SSB from authorised suppliers. Amsleigh Park PS students do not require any textbooks.

You will still need to order and pay for your book packs via Office Corporate as previously advised.

- **Do I need to allocate money to uniforms in the SSB Portal?**

No, because we have a school run onsite uniform shop. Parents will need to complete a green SSB uniform order form and submit it to the office. We will process orders and send to the child's classroom.

- **Will I need to put the voucher code into the portal to allocate the SSB to activities?**

Yes

- **Do I need to tell the school when I want to use the SSB for activities (i.e. camps, sports, excursions, incursions, swimming)?**

Yes. Each time you wish to use the SSB for payment of a school activity you will need to advise the school via email (amsleigh.park.ps@education.vic.gov.au) to let us know which activity you wish to use this SSB money for. See information above regarding the subject header.

- **Can I take uniforms on the day if I want to use the SSB?**

No. You will need to submit a green SSB uniform order form to be processed via the office. We will then supply the uniforms to the child's classroom.

- **Does the SSB money expire if I don't use it all in 2025?**

No. The money will carry over to the following year

- **Is the SSB only able to be used for each individual sibling?**

No. The SSB is allocated to the family and can be used for any student in the immediate family

- **Can I only use the SSB on uniform purchases before June 30, 2025?**

Yes. After June 30, 2025 the SSB money will automatically be allocated to school activities.

UNIFORM SHOP

Located in the Thelma Baily Learning & Sporting Centre

OPERATING HOURS – TERM 4 2024
Tuesday afternoons 3:00pm – 3:45pm

Pay by Credit/Debit Card at the Uniform Shop

Orders for new Uniform items can be emailed to the general office if unable to attend in person on Tuesday afternoons – credit/debit card payments only

Please download & complete a copy of our uniform shop order form and send as a PDF to amsleigh.park.ps@education.vic.gov.au

Please ensure you are using a current version of our order form – prices are subject to change without notice, previous versions may have incorrect pricing.

Any Back orders will be filled as soon as stock is available.

In the event of incorrect sizing, please return unworn items/s with tags intact, together with the original packing slip that includes the child's name, grade and the correct size required.

A copy of the current approved uniform list/order form is available on our website www.amsleigh.vic.edu.au

Libby Jumas
Uniform Shop Co-Ordinator

UNIFORM SHOP – SECOND HAND UNIFORMS & LOST PROPERTY

Thank you to the families that donate quality used uniform items back to the school. Please ensure that items are clean and have had any name labels/naming removed prior to dropping off the items. Second hand uniform items are only available to purchase during the Uniform Shop opening hours. We cannot take orders for second hand items, however requests for items to assist families experiencing financial hardship should be made at the General Office.

As stock relies on donations from parents, and changes regularly, there is no guarantee on availability of items. Please note that we do not offer second hand hats for sale.

LOST PROPERTY – Please ensure all of your child's belongings are clearly named and you regularly check the Lost Property area if you are missing any items. If you could also please check that your child is in fact wearing their own hat/jacket/jumper as these can sometimes be mistakenly picked up and worn unknowingly by other students. Named items are returned to class rooms by our wonderful volunteer helpers. Un-named items will be disposed of at the end of each term if not collected

Thank you,

Admin Team



Information for families

December 2024 – We still have a number of families with incomplete or incorrect contact and/or emergency contact details

PLEASE CHECK YOUR FAMILY DETAILS IN XUNO & UPDATE IF NECESSARY.

Thank you 😊

Amsleigh Park uses Xuno as our main communication tool with families, including newsletter distribution, absence notifications, student reports, communication with your child's teacher, messages and reminders, event approvals and online payments.

Xuno is a web-based school management program that has a website portal for use in a browser and an App, 'Xuno Family' for use on smart phones or tablets.

It is easy to use and is a vital tool to keep our parents informed about their child/ren's school life and all things happening at Amsleigh Park.

Bookings for "Get to Know You" & Parent Teacher interviews are also managed through Xuno.

Parents can use Xuno to notify the school of any address/contact detail changes, absences, late arrivals, upcoming family holidays etc.

For new families - On enrolment, you should have received a welcome email from Xuno (please check your junk folder if not received in your inbox), with information on how to create your Xuno account. Please follow the instructions and links in the email to create a Xuno account and password.

As Xuno is our main communication tool, it is important that all families are signed up so they are aware of school information and events and can easily inform the school of their child's absences and any changes to family or emergency contact details.

Please contact the office if you require a Xuno welcome email to be resent or a password reset.

Thank you,

Amsleigh Admin Team



THE AMSLEIGH BUZZ

AMSLEIGH PARK PRIMARY SCHOOL - UNIFORM SHOP ORDER FORM Pricing Effective Term 4, 2024 (Oct 7 2024)

STUDENT NAME: _____ CLASS: _____ DATE: _____
 DELIVER ORDER TO CLASSROOM OR COLLECT FROM OFFICE

APPROVED ITEM	COLOUR	\$ PRICE INC. GST	SIZE 4 QTY	SIZE 6 QTY	SIZE 8 QTY	SIZE 10 QTY	SIZE 12 QTY	SIZE 14 QTY	SIZE 16 QTY	SIZE 18 QTY	TOTAL COST \$ (INC GST)	Office Use ✓ & Date Supplied	
Short Sleeve Polo <u>SSP</u> <small>Size M-XL also avail POA</small>	Navy/ Emerald	\$25.00											
Long Sleeve Polo <u>LSP</u> <small>Size M-XL also avail POA</small>	Navy/ Emerald	\$27.50											
Surf T-shirt <u>STS</u> (No Collar) <small>Size M-XL also avail POA</small>	Navy	\$15.00											
Windcheater <u>WC</u> Size 4-18	Navy	\$22.00											
Bomber Jacket <u>BJ</u> Size 4-20	Navy/ Emerald	\$32.00											
Shorts - Cotton <u>CRS</u> Rugby (Unisex)	Navy	\$17.00											
Shorts- Gabardine Zip Pocket <u>GS</u>	Navy	\$20.00											
Track Pants <u>TPDK</u> Double Knee-Unisex Size 4-20	Navy	\$27.00											
Girls Pants <u>SLP</u> Straight Leg <small>Viscose/Nylon/Elastine</small>	Navy	\$27.00											
Girls Skort Gab <u>SKTG</u> (Gabardine Fabric)	Navy	\$22.00											
Girls Skort Cotton <u>SKTC</u> Size 4-14 Size 16-20	Navy	\$24.00 \$30.00											
Summer Dress <u>SD</u>	Navy & White	\$29.00											
** Bike Shorts Cotton/Lycra <u>BS</u>	Navy	\$12.00											
Art Smock <u>AS</u>	Navy	\$18.00	Small			Medium			Large				
** Bike Shorts can only be worn UNDER a school dress. Not suitable as shorts			Total From Over Page								\$		
SECOND HAND ITEMS \$			TOTAL ORDER								\$		
Office Use Only Receipt # _____										Credit Card / EFT \$ _____		Office Use	

-----X-----

CREDIT CARD PAYMENT Student Name & Grade _____
 MasterCard or Visa only - Submit to General Office prior to collecting Uniform Order

Cardholders Name: _____ Card Expiry Date: _____ / _____

TOTAL \$ _____ Cardholder Signature: _____ FOR: UNIFORM PURCHASE

Cardholder Contact Phone Number: _____

Card No: _____

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APPS UNIFORM SHOP ORDER FORM

Effective Term 4, 2024

ITEM	COLOUR	PRICE INC GST	SIZE	QUANTITY				TOTAL \$ (INC GST)	Office Use ✓ Date Supplied
School Bag <u>SBAG</u>	Navy	\$42.00	N/A						
Book Bag <u>BB</u> <i>Not required for Preps</i>	Navy	\$8.00	N/A						
Slouch Hat <u>HAT</u>	Navy	\$10.00	SMALL 55cm	MED 57cm	LGE 59cm	XL 61cm			
Gloves <u>G</u>	Navy	\$5.00	4-6	7-10	12-16				
Winter Tights <u>WT</u> Sizes - 3-5 4-6 7-9 10-12	Navy	\$9.00							
Beanie <u>B</u> Child / Adult	Navy	\$5.00 ea	Child / Adult	CHILD	ADULT				
Scarf - one size <u>S</u>	Navy	\$5.00 ea	One size						
All Uniform Items have been approved by the Amsleigh Park Primary School Council – see Uniform Policy for further information.									
Please ensure you are using a current version of this order form – prices are subject to change without notice, previous versions may have incorrect pricing.				TOTAL THIS PAGE \$ _____					

The uniform shop is located in the foyer of the Thelma Bailey Learning & Sporting Centre (Gym)

UNIFORM SHOP OPENING HOURS - TERM 4 2024

Tuesday afternoons 3:00pm – 3:45pm

Second hand Uniform items only available during this time

Credit /Eftpos/Debit card payments must be made at the General Office or Uniform Shop **prior to collecting/receiving uniform items.** "Tap" payments now available.

ORDER FORMS ARE AVAILABLE ON THE SCHOOL WEBSITE

www.amsleigh.vic.edu.au

IF YOU DON'T NEED TO ATTEND THE UNIFORM SHOP IN PERSON DURING OPERATING HOURS, PLEASE PLACE AN ORDER AS PER THE FOLLOWING INSTRUCTIONS

- Write child's name, grade and date of order at top of order form.
- Indicate quantity of items required per size and total cost for each item.
- Scan (PDF) and email this completed form to amsleigh.park.ps@education.vic.gov.au OR send an email directly to the school with your details, student name and grade, the items required and credit card details. Completed forms can also be dropped into the General Office.
- Order will be processed and uniform items and will be either sent home with your child or collected from the office if requested. Orders are usually completed within one week (excepting unavoidable delays from the supplier). Any items not available at time of order will be placed on back order and provided as soon as possible.

Happy

Birthday

TO ALL OF OUR STUDENTS
WITH A BIRTHDAY IN DECEMBER

Ezra
Paul
Madison
Sabrina
Elijah
Lucas
Mila
William
Anna

Noah
Omera
Lucas
Maurya
Saraya
Lachlan
Christos
Ezra
Benji

Oliver
Harper
Benjamin
Gurfateh
Archer
Flora
Iacie
Rabia
Liam

ALL
AMSLEIGH PARK PRIMARY SCHOOL
FAMILIES ARE INVITED TO OUR ANNUAL
**CHRISTMAS
CAROLS**

MONDAY DEC 16 5:00-7:00PM

We are very excited to welcome our school community back for our Christmas Carols evening!

From 5.00pm, families are invited to purchase a sausage in bread and a drink from our BBQ or BYO picnic dinner, with the carols commencing at 6.00pm. This year's BBQ will be a cashless event with 'tap' and Eftpos facilities available.

Carols will be held under our sports pavilion, so please bring along your picnic blanket or chairs. Please note, all chairs must be placed toward the back, with picnic blankets at the front.

All students will be involved in the singing and we encourage them to come dressed in their favourite Christmas attire, whether it be a hat, headband, t-shirt or Christmas colours.

Just a reminder, that smoking and alcohol consumption are not permitted on school grounds, and due to child protection and privacy laws, video footage from the evening is not permitted to be uploaded to social media.

We look forward to seeing everyone there to celebrate the end of a fantastic year, with a surprise special guest!



TEAMKIDS HAS JUST ARRIVED



START DATE
29th
JANUARY

AT AMSLEIGH PARK PRIMARY

TeamKids are delighted to have been chosen by Amsleigh Park Primary School to deliver before, after and holiday care, starting 29/01/2025.

At TeamKids we do things a little differently and can't wait to share our premium level care to you and your families.



◀ **YOUR OWN FULL-TIME DIRECTOR OF SERVICE**
CREATOR OF LIFE LONG MEMORIES



ENGAGING AND FUN EDUCATORS



ACTIVE AND FUN EXPERIENCES



INDUSTRY LEADING RATIOS



CHILDCARE SUBSIDIES MAY APPLY

SPECIALIST TEAMKIDS CLUBS + OUR DELICIOUS FOOD



CODING



GARDENING



S.T.E.M



COOKING



MINDFULNESS

ALSO SUPER SPORTS, ART ATTACK, LEGO, SUSTAINABILITY, HOMEWORK, DANCE, MUSIC, CULTURE + more...

CRACKERS, CHEESE, FRUIT, HUMMUS, SUSHI MUFFINS, CUCUMBER, MINI PIZZAS + more...



➔ BOOK ONLINE: teamkids.com.au

☎ CHAT WITH US: 1300 035 000

INFORMATION SESSIONS

GET ALL YOUR QUESTIONS ANSWERED

TeamKids will be holding information sessions to ensure families of Amsleigh Park Primary School have all the required information to register and join TeamKids Before, After and Vacation Care service.



PARENT INFO SESSION WEBINAR

WHEN:	Monday 9 th of December
TIME:	6.00pm
WHERE:	Via Webinar (click here to join the webinar)

The above events provide an opportunity to find out more about TeamKids, our remarkable programs and provide an opportunity to answer any questions you may have.



FUN | GENUINE | REMARKABLE | INVOLVED | INNOVATIVE

HOURS OF OPERATION

SERVICE	TIMES	COST	AFTER MAX CCS*
BEFORE SCHOOL CARE	7:00AM – 8:45AM	\$20.00	\$2.00
AFTER SCHOOL CARE	3:30PM – 6:30PM	\$23.00	\$2.30
VACATION CARE	7:00AM – 6:30PM	\$70.00	\$7.00

* CHILD CARE SUBSIDIES MAY APPLY. MAX CCS WILL VARY DEPENDING ON EXPERIENCE FEES.

HOW TO ENROL?

It's easy to set up your TeamKids account via our website www.teamkids.com.au. You will be required to set up an account by clicking the register button.

NEED MORE INFO?

Our friendly customer service:
info@teamkids.com.au
1300 035 000



ENRICHING CHILDREN'S LIVES

