



Cairnlea Park Primary School

49 Carmody Drive, Cairnlea, 3023 • Telephone (03) 9363 1187 / 9363 1039
Email: Cairnlea.park.ps@education.vic.gov.au www.cairnleaparkps.vic.edu.au

Welcome Back

Welcome back to our returning families, and a very big welcome to all our new families at Cairnlea Park Primary School. I hope everyone has had a safe, enjoyable, and relaxing summer break.

Our 2024 Prep students have been undertaking sessions to establish their learning needs ready for when they begin full time on Monday 5th February. It has been fantastic to see each child walk into school and to their class with such confidence. This shows me that they are ready to start school full time from Monday.

It has been an extremely calm start this year and all students and classes have started the year exceptionally well. Please make yourselves known to your teachers and if you have any questions or queries, please make sure you speak to your classroom teacher, your classroom teacher can usually answer all questions/queries you may have.

Staffing:

Please see the leadership structure below if you need to speak to a member of leadership:

Principal: Lesley Besanko



Assistant Principal: P-2: Natalie Roach



Assistant Principal: 3-6 Brent Runnalls



Leading Teachers:

Curriculum: Olivea Chellew

Literacy: Lyndal Haynes

Numeracy: Linda Mills

Numeracy (Acting): Sue Madex

ICT: Ian Narracott

Disability & Inclusion (Welfare): P-2 Jamie Montebello
3-6 Matt Tomkins

We extend a warm welcome to our new staff members: Mrs Altin (1CA Thurs & Fri), Miss Charman (6LC), Miss Tzivanidis (PE) and Mrs Yang (Numeracy Intervention Mon – Wed).



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Over the holidays Miss Foster accepted a position at Diggers Rest Primary. We have advertised this position, and we are doing our utmost to find a replacement teacher. Currently Mrs Leila Drozd a valued teacher at CPPS and experienced Grade 6 teacher is currently in this grade.

Ms Ackerman (4SA) got married over the school holidays and has changed her surname of Mrs. Portman (4SP).

Punctuality & Attendance

It is important to begin the year on a positive note and by making sure your child is attending school every day.

School begins at 8.55am, gates are open from 8.40am and school finishes at 3.20pm. Being on time reduces any anxiety and provides students with the opportunity to learn and not miss any educational experiences. Many students who are late are hesitant to come to school and go to class, and this affects their start to their day.

If you are late and once the gates are locked, you will need to enter through the main office.

If your child is absent, normally due to illness, please enter this absence through the Compass App to explain why your child is not at school. You can also ring the school office as any student not marked present by 9.55am families will receive a text message stating your child is absent and asking for a reason.

Planning week

Next week (Week 2: Mon 5th – Fri 9th Feb) we have planning week; year level teams will collaborate together to provide high quality learning tasks for your children. During this day students will have specialist teachers and undertake their specialist classes. Specialist timetables for Art/Performing Art, Digitech, PE and LOTE will resume in Week 3.

Financial Assistance: Camps, Sports and Excursions Fund (CSEF)

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

The annual CSEF amount per student is: \$125.

School camps provide children with inspiring experiences in the great outdoors. Excursions encourage a deeper understanding of how the world works while sports teach teamwork, discipline and leadership.

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. A special consideration category also exists for asylum seeker and refugee families. The allowance is paid to the school to use towards expenses relating to camps, excursions, or sporting activities for the benefit of your child.

If you have applied for CSEF last year, you do not need to complete a new application form this year, unless your circumstances have changed.

Please collect and complete a form from the school office if:

- Your child is a Prep student.
- Your child is new to our school in any other year level.



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- A change in family circumstances (such as a change of custody, change of name, concession card number or new siblings commencing this year)

Please pop into the office for a form as the completed forms need to be submitted to the school office no later than Friday 14th June. **No further applications will be accepted by DET after Friday 22nd June.**

Parent Contribution: Please make sure you have paid your 2024 Parent Contributions that provide students with stationery, classroom resources, software programs and school incursions. Payments are made via Compass under the cube icon and then via Course Confirmations/Payments. Payment plans are also available.

School Uniform.

School uniform is compulsory at Cairnlea Park and is readily available from our suppliers *Primary School Wear (PSW)* in Westwood Drive, Deer Park. The correct footwear for school is also important. Students must wear shoes that support and protect the feet and allow them to take part safely in all school activities. Shoes should be either lace up or velcro fastening if your child is still learning to tie their shoelaces.

Footwear such as thongs, crocs and light open toe sandals are not permitted for safety reasons.

School Canteen

We are extremely fortunate to be able to run an external school canteen. The best and simplest way to order your child a lunch from the canteen is through your Compass App via the Canteen link.

Please be aware that orders need to be made before 8.30am and if you need to cancel your order this also needs to be completed by 8.30am the morning of your order.

If you cannot cancel your order, please ring school to speak to the canteen operator (Lucy). If your child is sent home sick, please let the office know you have submitted a lunch order, and we will try and organise a replacement on another day, or your child can take their lunch home with them depending on the time. Refunds are not provided.

SunSmart and Sunscreen

Our school is a SunSmart school, and all students must wear a school hat from **1st September to 30th April**. As part of sun protection measures all students are required to wear either the bucket hat or the legionnaire style school hat for outdoor activities. I also ask that all parents apply sunscreen to their children before they leave home. All rooms have pump packs of sunscreen for the children to re-apply during the day. Please teach your children how to apply sunscreen as teachers are unable to apply it to so many children.

Finally, everyone at Cairnlea Park Primary School is here to provide the best possible educational experiences for your child and working together in partnership we can achieve great outcomes. We value your feedback and are available at most times or happy to make an appointment if needed.

Thank you for your support and entrusting us with your child and their educational journey. We hope you and your child/ren have an excellent year!

Lesley Besanko
Principal