

**SUNBURY HEIGHTS PRIMARY SCHOOL**  
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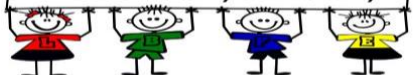
# Sunbury Heights

## Primary School

### TERM 4



'Dates for your diary'



	<b>FEBRUARY 2025</b>
Tues 18 <sup>th</sup>	Swimming Trials - @3:45PM Sunbury Aquatic Centre
Tues 18 <sup>th</sup>	School Council Meeting
	<b>MARCH 2025</b>
Thur 6 <sup>th</sup>	District Swimming
Fri 7 <sup>th</sup>	Robotics
Mon 10 <sup>th</sup>	Public Holiday – No School
Mon 24 <sup>th</sup>	Cross Country – Yr 3 -6
Tues 25 <sup>th</sup>	State School Spec. Rehearsal – Selected Students

### School Times and Dates

**Breakfast Club Every Tuesday, Wednesday  
And Thursday @DWH from 8am**

#### Bell Times

**Start School:** - 8:50am

**Recess:** - 10:30am - 10:45am

**1<sup>st</sup> Break:** - 12:35pm - 1:05pm

**2<sup>nd</sup> Break:** - 1:55pm - 2:25pm

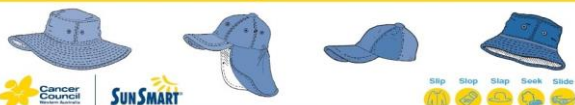
**End of Day:** - 3:15pm



#### 2025 Term Dates

- ◆ **Term 1:** Tuesday 30 January – Friday 4 April
- ◆ **Term 2:** Tuesday 22 April – Friday 4 July
- ◆ **Term 3:** Monday 21 July – Friday 19 September
- ◆ **Term 4:** Monday 6 October – Friday 19 December

#### One of these things is not like the others



**Caps don't keep the sun off!**



### MESSAGE FROM THE PRINCIPAL

Term 1 – Week 2 – 06/02/2025

# WELCOME BACK TO SCHOOL!

Welcome back to SHPS for 2025! We extend a warm welcome to all the families who joined our school community. It's wonderful to have so many new Foundation students and other students throughout the school joining us this year. You are all valued members of the SHPS community, and we're thrilled to have you with us. We hope everyone had a restful and enjoyable break spent with family and friends. As we embark on this new year, we anticipate it to be filled with excitement and learning. In this week's newsletter, you'll find information that may be helpful to our school community. We encourage everyone to stay updated and engaged as we navigate through the year together.



#### Communication in 2025

At Sunbury Heights Primary School we believe that strong communication between the school and families is key to keeping everyone informed and engaged throughout the year. Our Newsletter is published every week and available on Class Dojo, Compass, and the school website. Our Class Dojo App helps Teachers share classroom stories, updates and important information. You can also send messages directly to your child's teacher. Please note that teachers are busy during the school day and may not be able to reply immediately and, lastly there is our Compass Portal where all student absences must be recorded on Compass. The portal also allows you to: Update your contact details, View your child's attendance, Access school reports and order lunch orders. These Apps are designed to strengthen the partnership between school and parents to support your child's learning journey. For all other enquires families can call the office on 9744 3377.

In the spirit of reconciliation Sunbury Heights Primary School acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.



## Staffing Welcome for 2025

Over the past couple of months, we have been busy recruiting staff in preparation for 2025.

This is a common practice in schools across the state each year.

We are extending our welcome to Ms. Kate Harrowfield as our new Foundation teacher, Ms. Claire Dowling has also joined us as both a Team Leader and a teacher in the 1/2A area, alongside

Mrs. Caitlin Hanks, who will be teaching 1/2C. Ms. Ashleigh O'Keefe will be taking on the role of 3/4B teacher. Additionally, we are pleased to welcome Kaitlyn Cassar and Michael Donlic to our OT and Speech Team. We are confident that each of these talented professionals will bring a wealth of experience and knowledge, making them invaluable additions to our Sunbury Heights Primary School community.



## Meet & Greet – Next Wednesday!

We warmly invite all families to our Meet & Greet next Wednesday from 3:30 pm to 6:30 pm. This is a fantastic opportunity to visit your child's classroom, meet their teacher, and get a feel for their learning environment. This is a casual catch-up, designed to help you familiarise yourself with your child's class and teacher. It is *not* a one-on-one Parent-Teacher interview. If you require a more in-depth discussion about your child's progress, please contact the Office to arrange a meeting with the teacher at a later time.

🕒 **Teacher Availability:** Teachers will be available throughout the session, with a short tea break from 5:00PM - 5:30PM. We encourage all families to attend and join us in welcoming students and families to a fantastic new school year!

## Swimming Trials – Calling All Year 3 to 6 Swimmers!

We invite all Year 3 to 6 students who can confidently swim 50m in any stroke without stopping to take part in our Swimming Trials!

These trials will help us select students to represent SHPS at the Interschool Swimming Carnival.

Unfortunately, due to ongoing renovations at the Aquatic Centre, we will not be holding a full-school Swimming Carnival this year.

We encourage all eligible students to give it a go, showcase their swimming skills, and enjoy the experience!

📌 **How to Register**

📌 **CompassTix:** [CompassTix Swimming Trials](#)

📌 **What to Bring**

✓ Swimwear

✓ Towel

✓ Goggles

✓ A positive attitude! 😊



## Breakfast Club at SHPS

Did you know that Sunbury Heights runs a Breakfast Club every Tuesday, Wednesday, and Thursday morning?

From 8:00 am to 8:45 am, students and families are welcome to join us at the Dulap Wilim Hub, located in Leichardt Street, Sunbury. Breakfast Club is a great way to start the day with a healthy and nutritious breakfast, setting students up for a successful day of learning. It also provides a wonderful opportunity to connect with friends, families, and staff, helping to strengthen our school community. We encourage all students and families to come along, enjoy a warm and welcoming space, and kick-start the morning with a positive routine. We look forward to seeing you there!

## Second-Hand Uniform Donations – Can You Help?

If you have any school uniforms that your child has outgrown and are still in good condition, we'd love your help! Please consider donating these items to SHPS to help us support our school community and 2<sup>nd</sup> hand uniform shop. All second-hand uniforms can be dropped off at the Office and our Second-Hand Uniform Shop is held every Wednesday morning from 8:45 AM. We appreciate your support!



## Sun Smart Reminder – Hats Required from September to May!

A reminder to all families that September through to May are Sun Smart months. During this time, students must wear a Sun Smart hat when outdoors.

📌 **Important Details:**

✓ Hats stay in the classroom so they are always available.

✓ Please ensure all items (hats, jumpers, drink bottles, etc.) are clearly labelled with your child's name.

✓ If items are lost, labelled belongings can be easily returned to your child's classroom.

Thank you for helping us keep our students Sun Smart and safe! 😊☀️

## Child Safe Standards

With the introduction of the Ministerial Order 870 from the Government in 2016, in the wake of the Betrayal of Trust Report, all schools must now ensure we meet the Child Safe Standards. These standards strengthen our already existing approaches to preventing and responding to child abuse and enhance consistency in how these issues are managed in schools. As it is the start of the school year, I again share this information with you to ensure we provide a safe, inclusive and collaborative learning community for our students. All staff, visitors and volunteers in our school (including classrooms, school yard, incursions, stalls, etc) must, do the following before they will be allowed to enter the school:

1. Sign in at the Office,
2. Read and sign the Child Safe Code of Conduct at the office every year
3. Provide evidence of holding a relevant qualification.

This includes a Victorian Institute of Teaching card, a Working with Children's Check card or equivalent. Any parents, carers or other visitors to the school should not be on the school premises (yard, corridors or classrooms) during school hours without first signing in at the office. Parent helpers will commence in classrooms later this term and we will be holding a training session for anyone interested in becoming a volunteer/parent helper in Term 1.



## Contacting School Staff when issues arise:

When a parent wishes to discuss a topic of concern the procedure is to contact the member of staff involved giving a brief outline of the issue or concern. Contact should be made using one of the following approaches



1. Contact the school, either by phone or front office personally, and arrange for the staff member to contact you to arrange a suitable meeting time. Teachers are not available to answer phone calls or come to the Office during teaching time or whilst on playground duty.
2. Contact the appropriate teacher via Dojo, asking them to organise a suitable meeting time.
3. Speak briefly with the appropriate teacher, either before or after school

hours and request that they arrange a suitable meeting time. Where the teacher has been approached but the issue remains unresolved, an appointment should be made with the Principal to discuss the issue further. Except in exceptional circumstances, the Principal will ensure that all important information is relayed to the staff member involved so that all relevant information may be considered in seeking a mutually beneficial resolution. As the Principal I am available to meet with parents (please contact the Office to schedule an appointment) where they have an issue, concern or matter of interest about the general operation of the school. Where a mutually suitable time is not available for a period of days, we will offer an opportunity to discuss the concerns with our school's Assistant Principal.

## Communications Policy and Procedures issues arising between students and families:

No parent should approach the child/children of other families or their parents with a school related or non-school related issue on the school grounds. Such matters must be addressed to the Principal or Assistant Principal and not be discussed with other persons. Relationships between our school and parents are highly valued and promote open, honest and respectful communication. All matters of concern must, in the first instance, be addressed to the school. Only after this courtesy is afforded to the school, may a matter that cannot be resolved locally be referred to Department of Education for resolution. The Community Liaison Officer for the Northwestern Region which includes Sunbury Heights Primary School can be contacted by telephoning the Department of Education Office. Ph: 1300 333 232

## Book pack and Curriculum Contributions

Thank you to all the families who have already paid for their student book pack and Curriculum Contributions for this year. Your support is greatly appreciated. Curriculum Contributions can be made through the Compass App of EFT at the Office. These contributions continue to be a critical source that enables SHPS to supply the necessary resources to maximise the successful delivery of our learning programs. The ongoing support of our family payments ensures that our school can offer the best possible education and support for our students. We want to extend our gratitude for your continued support of SHPS, whether that's through paying the Curriculum Contributions, fundraising, or volunteering your time.



All contributions make a significant difference to our school and the programs we can offer.

# STUDENT OF

# THE WEEK

**TERM 1**

**WEEK 2**

1/2A	Alyza S	For showing kindness in the classroom by helping her teachers and peers.
1/2B	Jude S	For having such a positive start to the school year. I am so proud of you and keep up the good work!
1/2C	Willow S	For having such a positive attitude and always showing kindness to her teachers and peers. Keep smiling Willow!
1/2D	Lucas T	For having a positive mindset and not giving up when something felt too hard. Keep it up!
1/2E	Georgia M	For being an excellent role model by showing 'Whole Body Listening' when sitting on the floor during instruction time. Well done Georgia!
3/4A	Feroza C	For making a positive start and transition to Sunbury Heights Primary School.
3/4B	Laila G	For consistently demonstrating the school's values, particularly showing kindness by supporting her peers with technology. Keep up the amazing effort, Laila!
3/4C	Loki R	For making a positive start to the school year and demonstrating the school values.
3/4D	Abigail T	For showing maturity and responsibility towards her peers
3/4E	Rodrick C	For his responsibility and kindness by playing with others when they are lonely and helping people in our class!
3/4F	Ezra T.C	For consistently displaying school values at all times, especially Kindness towards his classmates. Keep up the fantastic effort Ezra!
5/6A	Andre W	For making a positive start to the year and showing responsibility for his learning.
5/6B	Annabelle B	For being an extra special helper and volunteering to do all the classroom jobs!
5/6C	Rayne W	For having a positive start to the year and being able to demonstrate kindness to her teacher and peers.
5/6D	Nate C	For his dedication to displaying the school values, being a role model, and showcasing strong leadership qualities. Keep it up Nate!
5/6E	Adam B	For consistently contributing to class discussions. Well done on being responsible for your learning Adam!



# STUDENT OF THE WEEK

TERM 1

WEEK 2

THE ARTS	Winter W 3/4F	For confidently contributing to the class discussion about the 2025 Arts Room expectations
ITALIAN	Kade S 3/4B	For a fantastic positive start in Italian. Your behaviour and focus was spot on, and I really enjoyed our conversation. Fantastico.
PE	Zander P 1/2E	For participating in all PE games and for being great listener.
STEAM	Priyanka 1/2C	For showing kindness and helping students in her class to complete their task. Thank you Priyanka!
Heights Star of the Week	Matilda S	For consistently displaying the school values and being a positive role model to others.
Indigenous Deadly Award	Zariya U	For showing great care to our school gardens and environment
Staff of the Week	Peter G	For his hard-working efforts to ensure our school is ready and safe for all students



## Meet and Greet

**Wednesday 12th  
February**  
**3:30pm to 6:30pm**

**\*Please note Teachers will break  
for tea at 5:00pm to 5:30pm**

