



The Macquarie Memo

Issue 39: 9 December 2021

From our Deputy Principal

Dear Families,

Dates for the Diary

Friday 10 December

Les Cucamelons & K-6 reports home

Wednesday 15 December

Year 6 fun day

Year 6 Farewell

Friday 17 December

Last day of term 4

Well, this is my final newsletter for the school year but you will definitely hear a lot from me in 2022. I'm very excited to be principal next year while Danielle is at Charnwood Dunlop School. Our focus will remain on improving student achievement in literacy and mathematics through more teacher professional learning, analysis of data and use of the learning progressions to plan learning sequences that meet student needs. We saw great improvement in student achievement this year through our NAPLAN results and classroom data and will continue to build on this. We will also continue with our implementation of Positive Behaviours for Learning and we will be moving to classrooms in 2022.

Huge thanks to those who did the School Satisfaction and Climate Survey this year. We will share our results once they have come through and plan elements of our improvement agenda based on your feedback. This is very important data for us to reflect on although parents are always welcome to contact class teachers, team leaders or myself with any feedback during the school year – don't wait for the Satisfaction Survey to give us your feedback.

Last fortnight I wrote about our Community Garden being open for families to use during the school holidays. I've had one parent request access but would love to see more families down here watering, weeding, planting and harvesting. If you would like access to the garden just send me an email and I'll give you the gate code.

Class lists went on Class Dojo on Tuesday for parents and students to see who is in their class in 2022 (first names only). Students will also participate in a 2022 class meeting on 16 December. Some of our new teaching staff will be coming in for that afternoon also. In this meeting students will choose their class name based on the Year of Artisanal Fisheries and Aquaculture. I can't wait to see what classes come up with.

Thank you to those parents who attended our online Kindergarten Q&A last night. We like to provide as much information as possible so you feel prepared along with your children. Don't hesitate to ask further questions, we don't always know what you don't know, we are here to help.

We continue to take ACT Health advice on Covid regulations so if there are any changes between now and coming back to school we will communicate them through our Facebook page (so make sure you are connected to us if you have Facebook) and Class Dojo. We will also email if there are any major changes in 2022. I look forward to seeing everyone back at school next year. Thanks for a great year.

Jodie

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For the latest information regarding COVID-19 in the ACT visit <https://www.covid19.act.gov.au/home>

NEWS FROM THE P&C

From the Acting President: Thank you to everyone who ordered cherries in the Cherry Drive, and thank you for cooperating with our contactless pickup procedures. You will be please to know that this year's drive raised over \$1,100 for the P&C to spend on projects in the school playground.



Save the date: Welcome BBQ and P&C AGM on Tuesday February 8 2022. The P&C invites everyone to join us for a sausage sizzle to start the new school year. You'll be able to get to know the teachers and to meet some other Macquarie families (subject to Covid restrictions, of course).

After your sausage, come to the P&C AGM and consider volunteering for one of the roles. There are a variety of roles available, with something to suit everyone. Volunteering for the P&C is a great way to meet other Macquarie families and contribute to the school. Full descriptions of the positions are below. If you would like any further information about any of the roles, please email: macquariepandc@gmail.com.

Thank you to the many P&C volunteers that will be leaving the Macquarie Primary School community this year as their children finish Year 6. By volunteering your time over the years at P&C fundraisers & events, not to mention roles on the P&C and the Board, you have contributed a huge amount to our school and we are all very grateful. The P&C hopes Year 6 students enjoy their farewell celebrations and has a great time at high school.

Canteen – Canteen services finish up this week (week 10). Please use the Flexischools app to place your order before school on Friday morning.

Class Parent Reps: If you are interested in becoming a class parent representative for your child's class next year, please email classparentrepsmps@gmail.com with the year group your child(ren) will be in next year. As soon as class allocations are announced we will start to assign parent reps so that those important social connections can begin.

Save the date: All families with a child starting kindergarten at Macquarie in 2022 are invited to an informal park play/picnic during the school holidays, to meet other kindergarten families prior to the first day of school. Join us from 9.30am on Sunday 23 January, contact classparentrepsmps@gmail.com for more info.

Uniform Shop: The Uniform Shop is closed for 2021, however online orders can be placed on www.flexischools.com.au for collection from Friday 28 January 2022. At the start of 2022 the MPS P&C Uniform Shop will be open for order collection and purchases:

Friday 28 January 1pm – 4pm

Monday 31 January 8:30am – 9:30am 2:30pm – 3:30pm

Tuesday 1 February 8:30am - 9:30am

Wednesday 2 February 2:45 - 3:30pm

Friday 4 February 8:30 - 9:30am

Any orders not collected in this week will be sent home with students. Regular shop hours will resume from 7 February (Mon & Fri 8:45-9:15am and Wed 3-3:30pm).

P&C COMMITTEE POSITION DESCRIPTIONS

President (Office Bearer)

Facilitates communication between P&C, Principal, Board and school community
Encourages family and community participation in P&C activities
Acts as first point of contact and spokesperson for the P&C
Chairs general and executive committee meetings
Reports about P&C activities to P&C meetings.

Vice President (Office Bearer) – maximum of two

Assists the President
Oversees and supports P&C subcommittees

Treasurer (Office Bearer)

Manages P&C funds and financial records, including annual budget
Receives and deposits P&C monies, including subcommittee funds raised and spent
Actions P&C funding decisions made at P&C meetings
Organises P&C insurance and ACT P&C Council Association membership
Prepares annual P&C accounts (Financial Statement of Income and Expenditure and Balance Sheet) and organises annual review of financial statements
Reports on P&C finances to P&C meetings.

Assistant Treasurer (Office Bearer)

Assists the Treasurer with banking and accounting system processes, including overseeing operations of the Uniform Shop and Breakfast Club in consultation with the Treasurer, Uniform Shop Coordinator and Breakfast Club Coordinator.

Secretary (Office Bearer)

Prepares and distributes meeting agendas, and records and circulates meeting minutes
Acts upon decisions as directed by meetings
Deals with incoming and outgoing correspondence
Maintains P&C records.

Public Officer

Acts as point of contact between the P&C and the Office of Regulatory Services (ORS)/Access Canberra
Lodges Annual Returns and notifies ORS/Access Canberra of P&C committee and other changes
This position must be held by a resident of the ACT who is over the age of 18 years.

ACT P&C Council Delegate

Attends meetings of the ACT Council of P&C Associations, represents P&C views to the Council, and reports back to the MPS P&C on ACT P&C Council items of interest.

Breakfast Club Coordinator

Coordinates Friday Breakfast Club including food purchases and volunteer roster
Reports on Breakfast Club activities and priorities to P&C meetings

Canteen/Special Lunch Coordinator

Coordinates canteen/special lunch with Healthy Kids Association and the school, and manages volunteer rosters
Reports on canteen/special lunch activities and priorities to P&C meetings

Class Parent Representative Coordinator

Coordinates class parent representatives including seeking reps for each class via the newsletter and other school communication channels, and advising on protocols and privacy
Supports reps with liaison and communication with teachers, school and the P&C
Shares information throughout the year to class parent representatives to pass on to class parents
Reports on class parent representatives' activity to P&C meetings.

Communications Coordinator

Shares P&C information between the P&C, Principal, Board and school community via the school newsletter, and other communications
Promotes P&C activities and events via the school newsletter and other communications
Maintains/updates P&C communications such as the P&C page on the school website
Reports on communication activities and priorities to P&C meetings.

Events & Fundraising Coordinator/s

Coordinates P&C events and fundraising activities including planning and management, event calendars, risk management, food and drink purchasing, promotion and community awareness and volunteer rosters.
Liaises with the school/Principal to minimise event and activity overlaps
Where relevant, count funds and liaise with the Treasurer
Establishes and maintains partnerships with local businesses to support social and fundraising events and activities.
Reports on events and fundraising activities and priorities to P&C meetings.

Gardens & Grounds Coordinator

Liaises with the P&C, school/Principal, Board, families and local community regarding gardens and grounds improvements
Coordinates parent engagement in gardens and grounds improvements including coordinating volunteers, working bees, and promotion and community awareness.
Reports on gardens and grounds activities and priorities to P&C meetings.

Grants Coordinator

Coordinates P&C grant applications, including school liaison, grant sourcing, and developing and submitting applications.
Reports on grant applications to P&C meetings.

Preschool Representative

Represents the views of preschool parents, and reports to P&C meetings on preschool priorities and items of interest.

Uniform Shop Coordinator

Manages the Uniform Shop including ordering and pricing stock, school liaison, opening times, volunteer roster, promotions, stocktakes, counting funds and liaising with the Treasurer.
Reports on Uniform Shop activities and priorities to P&C meetings.

SCHOOL BOARD END OF YEAR WRAP-UP

The School Board would like to thank the staff, families and community for all their efforts to support our children's education and improve our school throughout 2021. It's certainly been a year of ongoing change and disruption, but also a year of great achievement and improvement. Hopefully the upcoming school break will provide an opportunity to reflect, regroup and celebrate, ahead of an action-packed 2022.

As a Board, we welcome the opportunity to provide strategic oversight to the school, support the school to deliver the best education to students, and to share our work with the community. While COVID-19 lockdowns, home-schooling and return-to-school arrangements have been challenging, the Board is very appreciative of the work of families, children and school staff - together we have all gone above and beyond, to ensure our children continue receiving the best education, and our community connections remain strong.

We've celebrated some fantastic achievements this year, which are testament to the ongoing efforts across our school community. We have seen significant improvements in our NAPLAN results, student engagement and community connections, which reflect the school's focus on delivering on our strategic priorities to: Improve student gain (growth) in writing and spelling; Improve wellbeing and learning for all through the development of consistent practices and processes; and Improve student gain in numeracy. We've also seen continued improvements in our school's physical environment, including the new toilets in the Namadgi building.

As part of our annual workplan, the Board reviews and endorses the school Budget, school performance, and a range of planning documents to support delivering the best educational experience for our children. Some of these documents, such as the school's Strategic Priorities, Maintenance and Capital Works Masterplan, and School Annual Reports, can be found on the school website.

The Board is continuing to build its connections with the school community and promote a shared approach to school improvements. We encourage you to get involved in the school – whether it is as a member of the Board, P&C, or participating in activities and working bees. For those interested in what the Board does and how it operates, we encourage you to come along to the school P&C meetings, where a Board member attends and shares an update on Board activities. Alternately, you can contact the Board via Ann in the front office.

SCHOOL BOARD VACANCIES

One members of our school board will reach the end of their appointment in March 2022 creating a vacancies for a parent member .

Our school board provides valuable input into strategic planning and monitoring across many aspects of our school. If you are interested in nominating for a position, or would like to know a little more about what is involved with being on the board, please contact our Business Manager, Ann Walker or talk to one of our current board members. Further information can also be found on the Education Directorate website : https://www.education.act.gov.au/public-school-life/get-involved-in-your-childs-school/school_boards

The 14 day nomination period for vacant positions on our School Board will open at **11am on Monday, 7 February 2022**.

2022 STATIONERY SUPPLIES

Notes came home last week regarding 2022 stationery supplies for students. Each year stationery supplies are ordered in bulk and delivered to your child's classroom prior to the commencement of the school year to assist in setting up students for learning success in 2022. The pack has all the necessary consumable items your child will need throughout 2022.

Families who pay for stationery packs before 4 February 2022 will receive a discount AND go into a draw to receive their money back. So get in early and tick one more job off your to-do list.

2022 year level	Price of Pack before 4 February	Price of pack after 4 February
Preschool	\$40	\$45
Kindergarten	\$70	\$75
Year 1	\$65	\$70
Year 2	\$55	\$60
Year 3	\$60	\$65
Year 4	\$50	\$55
Year 5	\$55	\$60
Year 6	\$45	\$50
Small group program	\$35	\$40

NOTES HOME & REMINDERS

All notes are available on our school [website](#)

EVENT DETAILS	YEAR GROUP	DATE DUE BACK
2021 Voluntary Contributions	All year levels	Payments welcome anytime
Library Trust Fund donations	All year levels	Payments welcome anytime
2022 Year 5/6 Camp Cooba	Year 4 & Year 5	Friday 3 December
2022 Stationery supplies	Preschool—Year 5	Payments welcome anytime
Year 6 fun day	Year 6	Friday 10 December

PAYMENT OPTIONS

Option 1: Electronic Funds transfer

Account name: Macquarie Primary School Management Account

BSB: 032 777 **Account number:** 001586

Use reference Child's Surname EXCURSION NAME

Option 2: Quickweb

Go to <http://www.macquarieps.act.edu.au/payment> and follow the prompts.

Use reference Child's Surname EXCURSION NAME

Updating Contact Information

Please update the school office if you have any changes to phone numbers, home address or email address.

MEDICATIONS

In the interests of keeping all students safe, **medication that your child requires during the school day must be stored in the front office.** Macquarie's school office team manages first aid, emergency medical plans and medications for students. Please contact the front office team if you have any changes to your child's medical treatment

For noting - ambulance

ACT School students who are injured or become ill at school or during approved school excursions within the ACT are entitled to free emergency ambulance services that includes medical treatment and

OUR CLASS NAMES

Preschool	Les Petit Légumes	Les Kalettes & Les Cucamelons
Kindergarten	Les Agrumes	Les Citrons Verts & Les Oranges
Year 1/2	Les Fruits Tropicaux	Les Ananas, Les Fruits de Dragon, Les Kiwis & Les Litchis
Year 3/4	Les Légumes	Les Brocolis, Les Aubergines, Les Citrouilles & Les Concombres
Year 5/6	Les Baies	Les Groseilles, Les Fraises & Les Sureaux
Learning Support Unit	Les Fruits à Noyaux	Les Pêches

SUSTAINABILITY TIPS

Wrap gifts with recycled paper or fabric.

SCHOOL CONTACT DETAILS

Office hours: Monday — Friday 8.30am — 3.30pm

Macquarie Primary is an

ANAPHYLAXIS AWARE SCHOOL

Phone K-6 site:	02 6142 1550	Principal	Danielle Porter	danielle.porter@ed.act.edu.au
Phone preschool:	02 6142 1570	Deputy Principal	Jodie Rowell	jodie.rowell@ed.act.edu.au
Email:	admin@macquarieps.act.edu.au	Executive (P-Yr2)	Stacey Naden	stacey.naden@ed.act.edu.au
Website:	www.macquarieps.act.edu.au	Executive (Yr3-6)	Veronique Canellas	veronique.canellas@ed.act.edu.au
Facebook:	http://www.facebook.com/macquarieprimary	Business Manager	Ann Walker	ann.walker@ed.act.edu.au
P&C President	macquariepandc@gmail.com	Board Chair	Amy McGuire	