



# Newsletter

## Coburg Special Developmental School

29 January to 2nd February 2024

Principal's Report

Hello Community!

Welcome back to the New Year. I hope you all had a restful break and are looking forward to a positive year. It has certainly been a positive start and it hasn't taken too long for the students to get used to their new rooms and/or new teachers and educational support staff. We also have quite a number of new students and families joining us this year, so a special welcome to:

- ◆ Ayeza
- ◆ Tate
- ◆ Darius
- ◆ Eliza
- ◆ Ronin
- ◆ Saleh
- ◆ Brandon
- ◆ Mark
- ◆ Theo
- ◆ Imraan
- ◆ Elise

Our community keeps growing and evolving!

The new school is quickly developing with work now moving quickly toward the completion. We are still on track to be starting Term 2 in our new buildings, however, we may not have the amount of physical transition for our students that we were hoping to have. We are very good at social stories and visuals so I'm sure we will maximise our opportunities to get our kids ready for working in the new environment. It is looking absolutely fabulous as you can see from the photos which I took yesterday:

### Coburg SDS

29<sup>th</sup> January to 2<sup>nd</sup> February 2024

Volume 13 Issue 1



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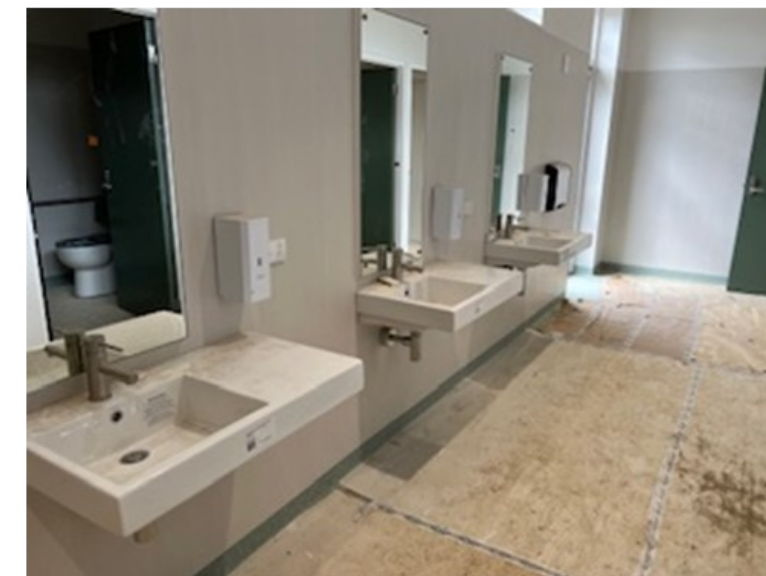
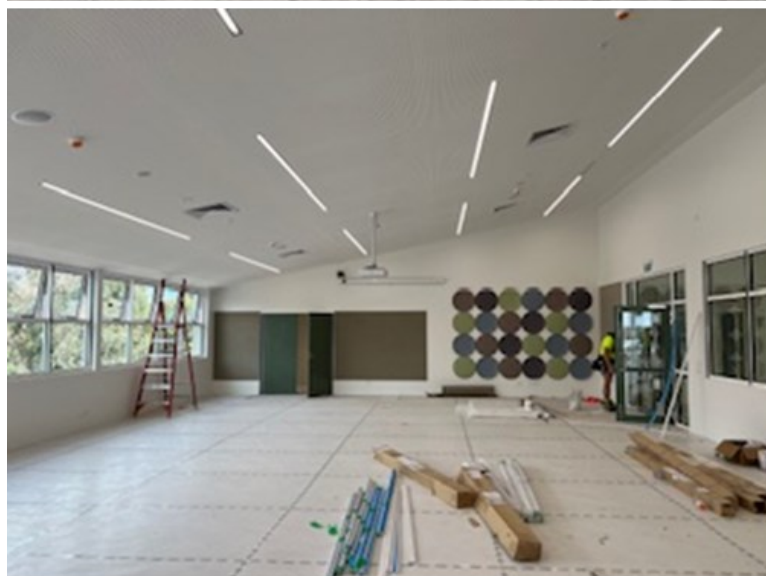
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**Monday 11 March 2024**  
**Labour Day**

**Thursday 28 March**  
**Term 1 Ends at 2.00 pm**

**Monday 14 April**  
**Term 2 Starts**

# Principal's Report Cont...



# Principal's Report Cont...



## Meet the Teacher

Forms went home earlier this week for the “Meet the Teacher” evening this coming Thursday 8<sup>th</sup> February, at 6:00pm to 7:30pm. This is an important time to gather together, meet the teams who will be teaching and supporting your children at school as well as garnering the important information about the programs and timetables in which they will be involved. It is also a wonderful opportunity to meet other families, particularly during the supper. Thank you to those parents who have already returned the acceptance slip. Please ensure this is back to us by Monday for catering purposes.

# Principal's Report Cont...

## SCHOOL COUNCIL ELECTIONS 2024

All government schools in Victoria have a School Council. They are legally formed bodies that are given powers to set the key directions of a school within centrally provided guidelines. In doing this, a School Council is able to directly influence the quality of education that the school provides for its students. Parents on school councils provide important viewpoints and have valuable skills that can help shape the direction of the school.

Retiring School Councillors are Carlo Cirone, Danny Smith, Vance Duke and Jen Trevan. Therefore, nominations are called for three parent representatives and one staff representative. If you decide to stand for election, you will need to nominate as a candidate in either the Parent or Staff Category. Once the nomination form is completed, please return it to Warren Tofts no later than 4:00 pm on Monday 12<sup>th</sup> February 2024. A nomination form can be obtained from the office.

## SCHOOL COUNCIL ANNUAL GENERAL MEETING

The Annual General Meeting of School Council will be held on Tuesday, 19<sup>th</sup> March 2024 at 6:00pm and via Webex. The Annual Report will be presented and all school council executive positions will be declared vacant. The first meeting of the new School Council will then be held at 6:30pm where executive positions will be filled.

All members of the school community are welcome to attend the AGM.

# Room 5 News

***A BJG welcome to all our students, families and staff!***

***Room 5 students have had a fun week enjoying some of our favourite activities, including water play, puzzles, building cubby houses, dancing and painting. Some of our friends are taking an extended holiday. We look forward to welcoming them back soon!***



# Room 12 News

The Prep students in Room 12 have had a fantastic start to their first school year. They have settled into their classroom and have enjoyed getting to know their environment. Room 12 students have been eager to engage in different activities throughout the day a few favourites have included art, exploring sensory items, singing and listening to songs, playing with bubbles and reading stories.

Well done on a great start to the year !!




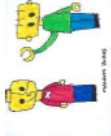

# SW-PBIS

## COMMUNITY ENGAGEMENT

Use of Matrix for 'real life' activities at home.

### Coburg Special Developmental School SW-PBIS Teaching Matrix



	Classroom	Playground	Bathroom	Community
<p><b>I am Building Independence</b></p>  <p>I will try to:</p> 	<ul style="list-style-type: none"> <li>• feed myself</li> <li>• pack up</li> <li>• recognize and name my emotions</li> <li>• play an activity by myself</li> <li>• follow class rules</li> </ul>	<ul style="list-style-type: none"> <li>• help pack away</li> <li>• take responsibility for my belongings</li> <li>• play safely with others</li> <li>• play nicely</li> </ul>	<ul style="list-style-type: none"> <li>• wash my hands after meals and toileting</li> <li>• go to the toilet by myself</li> <li>• clean my face</li> </ul>	<ul style="list-style-type: none"> <li>• put my seat belt on and sit on the bus</li> <li>• walk on the footpath</li> <li>• stop at the curb and wait</li> </ul>
<p><b>I am Building Relationships</b></p> <p>I will try to:</p> 	<ul style="list-style-type: none"> <li>• keep my hands and feet to myself</li> <li>• wait for my turn</li> <li>• participate in group activities</li> </ul>	<ul style="list-style-type: none"> <li>• play with someone</li> <li>• share with others</li> <li>• say stop when I need personal space</li> <li>• give personal space</li> <li>• take turns and wait for my turn</li> </ul>	<ul style="list-style-type: none"> <li>• wait until the bathroom is free</li> <li>• respect my own and other's privacy</li> </ul>	<ul style="list-style-type: none"> <li>• respect others personal space in the community</li> <li>• walk safely</li> <li>• follow road safety skills</li> <li>• recognize people I know</li> </ul>
	<ul style="list-style-type: none"> <li>• listen to others</li> <li>• ask for things I want</li> <li>• communicate when I don't want/like something</li> <li>• ask for help</li> <li>• say hello/goodbye to people I know</li> </ul>	<ul style="list-style-type: none"> <li>• make choices</li> <li>• share games and equipment</li> <li>• use supportive words with my friends "great catch!"</li> </ul>	<ul style="list-style-type: none"> <li>• ask to go to the toilet</li> <li>• follow my toileting schedule</li> <li>• seek support when I need it</li> </ul>	<ul style="list-style-type: none"> <li>• stay with the group and follow visuals</li> <li>• follow adult instructions.</li> <li>• speak nicely to members of the public</li> </ul>

Happy Birthday

**Antonio - 7 Jan**

**Ayeza - 9 Jan**

**Mark - 12 Jan**

**Li Li - 25 Jan**



**BIRTHDAYS**  
THIS MONTH



# CSEF Funding

Camp/sport & excursion fund 2024

Dear Parents & Caregivers

CSEF Forms are available at reception to fill out for camp, sport and excursions, if you are not able to come in, we can organize one in your child's school bag.

To be eligible for the fund a parent or legal guardian of a student attending a registered government or non-government Victorian primary or secondary School. Must hold a Centrelink health care card, or Pensioner concession card or be a veterans affairs gold card holder.

For Special consideration applications (Asylum seekers/refugee families or students over 16 with their own health care card or supporting documentation can receive CSEF funding.

Payment amounts

Primary school student rate      \$150 per year

Secondary school student rate    \$250 per year

Regards

Margaret

Business Manager

## Information

Dear parents/guardians,

*Coburg Special Developmental School is looking forward to another great year of teaching and learning and would like to advise you of Coburg Special Developmental Schools' voluntary financial contributions for 2024.*

*Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support from our families ensures that our school can offer the best possible education for our students. We want to thank you for all your support, whether that is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.*

*Within our school this support has allowed us to have Work Education programs, PODD books for Learning and stationery to assist with programs on a day-to-day level.*

*Coburg Special Developmental School is endorsed as a Deductible Gift Recipient under the Income Tax Assessment Act 1997 (Cth) with the result that any donations made by you will be tax deductible. To be tax deductible, your donation needs to be made voluntarily. We have suggested an amount to be contributed under "Curriculum Contributions" and "Other Contributions" below, but please feel free to contribute an alternative amount. Amounts paid under "Extra-Curricular Items and Activities" are not donations and are not tax deductible.*

For further information on the Department's Parent Payments Policy please see a one-page overview attached.

*Yours sincerely*

*Warren Tofts*

*Danny Smith*

*School Principal*

*School Council President*

## Information

Curriculum Contributions – suggested tax-deductible contributions for items and activities that students use, or participate in, to access the Curriculum	
<p><i>Classroom consumables, materials &amp; equipment</i></p> <p><i>Art – paint, crayons, canvas, glitter, coloured paper etc. \$30</i>  <i>Technology – gardening tool, plants etc. \$10</i>  <i>Food tech – food ingredients such as flour, butter etc. \$75</i>  <i>Mathematics – numeracy blocks \$10</i>  <i>Sports – equipment \$10</i>  <i>Sensory items \$10</i>  <i>Stationery \$10</i></p>	\$155.00
<i>ICT Devices – provision of devices from the shared classroom sets</i>	\$10
<i>Communication tools – PODD books, assistive technology devices, displays</i>	\$50
<i>Printing and photocopying of worksheets and learning materials</i>	\$10
<b>Total tax-deductible Curriculum Contributions</b>	<b>\$225</b>

Other Contributions – suggested tax-deductible contributions for non-curriculum items and activities	Amount
<i>School Sports Victoria affiliation</i>	\$5
<i>First aid and hygiene equipment</i>	\$5
<i>School grounds maintenance and improvements</i>	\$5
<b>Total tax-deductible Other Contributions</b>	<b>\$15</b>
<b>Grand Total tax-deductible Contributions</b>	<b>\$240.00</b>

# Information

## Financial Support for Families

Coburg Special Developmental School understands that some families may experience financial difficulty and offers a range of support options, including:

*the Camps, Sports and Excursions Fund*  
*State Schools Relief (SSR)*  
*Payment plans for Extra-Curricular Items and Activities*

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Margaret Jackson- Business Manager

Ph: 03 *03 9354 4366* Email: *Margaret.jackson@education.vic.gov.au*

## Payment methods

<i>Direct Deposit</i>	<i>Eftpos or Cash</i>
CBA 063093	At front Reception
A/C 10000191	

Direct Deposit & Eftpos are the preferred method.

## Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payments Policy and Guidance, Financial Help for Families Policy and any other relevant information.

## Extra-Curricular Items and Activities - provided on a user-pays basis

Coburg Special Developmental School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

# Information



Department of Education

## PARENT PAYMENTS POLICY

### ONE PAGE OVERVIEW



#### FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- Schools may invite parents to make a financial contribution to support the school.



#### PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

##### Curriculum Contributions

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

##### Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

##### Extra-Curricular Items and Activities

Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



#### FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



#### SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.

# Information

## Forms Available:

Is your child turning 16? Call Centrelink at least 3 months before to get the paperwork for the Pension. Make sure your child has a TAX file number (from the age of 5 years old).

- Is your child in nappies or pull-ups? Make sure you include it in your NDIS plan.  
⇒ Taxi - Doctor submits it online.
- Forms are available from the office:  
⇒ Companion Card ⇔ We Care ⇔ Disability Parking Permit etc

## Wills/Power of Attorney/Guardianship

- ◇ [Protecting Vulnerable Beneficiaries | Moores](#)
- ◇ [Services Australia](#)
- ◇ [Wills & Power of Attorney Services - State Trustees VIC](#)
- ◇ [Home - Association for Children with Disability \(acd.org.au\)](#)
- ◇ [Guardians and administrators | VCAT](#)

**NDIS** - When your child turns 18 years old, you will need a **Plan Nominee Form** (available from the NDIS office) to speak on your child's behalf.

**Emergency Care Plan:** Each student should have an Emergency Care Plan in case something happens that carers and other family members can refer to. Extra copies available at the office. **Contact: Angelina on 9354 4366.**

## CSDS to join Ritchie's Loyalty Card Program - Help US

### Exciting News!

Our Fundraising Partner Ritchies IGA, are launching their new Ritchies Card, incorporating the Community Benefit Program and this will not only benefit our organisation, but also all our members.

The program now has an App for both IOS and Android smart devices. For those members who don't have a smart phone, or would like a physical card, this option is also available and can be linked to the App.

Every month, our organisation will receive 0.5%\* of our members' spend in Ritchies Stores PLUS our members will receive special offers and member only specials via the App.

\*T&C's apply see <https://www.ritchies.com.au/ritchiescardterms>

Featuring monthly promotions, cheaper prices for you, Collect and Win, as well as games and lots more fun things to do, this is a great opportunity to support our club.

You can download the Apps by scanning the QR codes below - or search for Ritchies in the Apple App Store or Google Play.

Your Club President  
John Smith





# NOMINATE US TODAY

## AS PART OF THE RITCHIES COMMUNITY BENEFIT PROGRAM

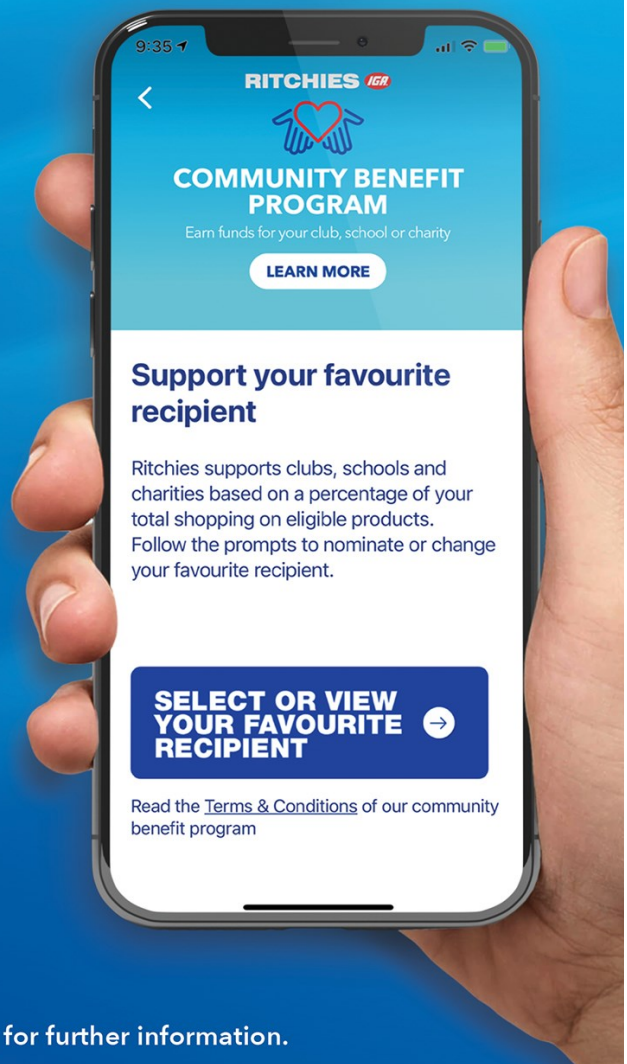
and help us generate extra funds.

- 1 Download or update the Ritchies Card App



- 2 Search and select our name when prompted to nominate a club, school or charity

- 3 Every time you shop at Ritchies and scan your app or card, Ritchies will contribute a percentage of the total to us\*



\*CONDITIONS APPLY. Go to [ritchies.com.au/loyalty](https://ritchies.com.au/loyalty) for further information.



# RITCHIES CARD

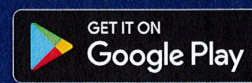
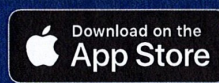
## WELCOME OFFER



- 1** Join and activate your Ritchies Card or App.
- 2** Visit a store within 14 days, spend \$100\* or more in a single transaction and scan your Ritchies Card or App.
- 3** **Get \$10 off instantly.** Valid for one transaction.



Download the Ritchies Card App and select the club, school or charity that you wish to support.



\*Terms & Conditions apply. See [ritchies.com.au](http://ritchies.com.au) for details. Excluding cigarette & tobacco products, gift cards, electronic recharge and items marked reduced to clear. Liquor can be used to obtain the discount.