



Newsletter

Coburg Special Developmental School

5th February to 16th 2024

Principal's Report

Hello Community!

Can you believe we are at the end of the third week already? This term is set to go very quickly whilst there is so much to do in preparation for the move to the new school site. The school is very close to completion, with handover due close to the end of March. We are hoping to have some time near the end of term to be able to take the students through the new buildings as a way to 'soften' the transition, however the teachers are currently working on a range of social stories to begin this process. We will hope to have some time during the term break to allow our community to visit the site prior to first day of Term 2. It's an incredibly exciting time for us all.

Congratulations to Vance Duke, Kelly Seddon and Kellie Barnes who were all successful in nominating for the School Council 2024/2025. As there were only three nominees for the three positions at the close of nominations, there was no need for a ballot. However, we are currently running a ballot to fill the one vacant staff position. Once filled, we will be able to advertise the names of all School Councillors for 2024.

Café Coburg is back up and running and it is great to see the students working in the Café becoming skilful at all aspects of the hospitality experience. Don't forget that Thursday is Café Day, so come along to purchase a hot drink or a tasty lunch! Student lunch orders continue to be available on Tuesdays.

Enjoy the warmth coming up over the next week.

Child Safe Standards Policy is attached to the email.
Please familiarise yourself with it.

Regards
Warren Tofts

PROTECT
Protecting children & young people
from abuse is our responsibility

Coburg SDS

5th February to 16th February 2024

Volume 13 Issue 2



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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...

Annual privacy reminder for our school community

Our school collects and uses student and parent personal information for standard school functions or where permitted by law, as stated in the [Schools' Privacy Policy](#) and the [Schools' Privacy Collection Notice](#).

Our Photographing, Filming and Recording Students Policy

<https://www.coburgsds.vic.edu.au/files/142/Policies/1wJ46fCxRJqT6EYqhHhCsynTHJji9ZzOW/5D10-Photographing-Filming-and-Recording-Students.pdf> describes how we collect and use photographs, video and recordings of students. The policy also explains when parent consent is required and how it can be provided and withdrawn.

We ask parents to also review the guidance we provide on how we use [Microsoft 365/Google Workspace for Education](#) safely at the school and what parents can do to further protect their child's information. If after reviewing the guidance, you have any questions or concerns regarding your child using Microsoft 365/Google Workspace for Education, please contact the school.

For more information about privacy, refer to: [Schools' Privacy Policy – information for parents](#). This information is also available in ten community languages:

- ♦ Amharic
- ♦ Arabic
- ♦ Dari
- ♦ Gujarati
- ♦ Mandarin
- ♦ Somali
- ♦ Sudanese
- ♦ Turkish
- ♦ Urdu
- ♦ Vietnamese

Room 6 News

Students in Room 6 have had a great start to the year. They have enjoyed participating in activities such as toast making, cut and paste activities, crafting, puzzles and sensory activities. Room 6 is focusing on Building Relationships with our friends and teachers as we are learning to get to know each other.



Room 6 News Cont...



Room 7 News

Room 7 has had a great start to the school year. The students have been enjoying several different types of puzzles and activities in the morning that focuses on phonetic awareness, counting, and reading. Building relationships is an important focus in our classroom, and the students have been coming together every morning for circle time. A time in the day where students can share their feelings with one another, discuss the weather, and sing familiar songs as a class. The students in Room 7 have also worked quite hard these past two weeks to interpret data. They have been counting animals and creating pictographs.

Regards Derrick

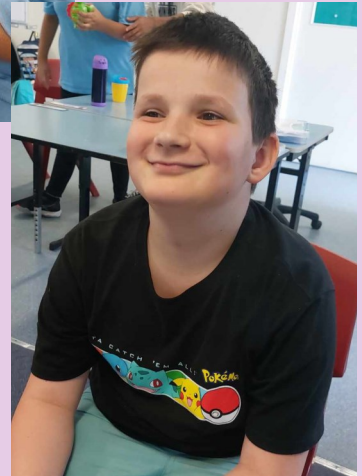


Room 7 News Cont...



Room 8 News

Room 8 has had a great start to the year! We have welcomed two new students to our class this year, Elise and Imraan, and they have settled in wonderfully to the Coburg SDS community. So far, we have enjoyed lots of different activities such as Circle Time, library, painting and cooking. We are excited to get ready for our move to the new school next term, but we are enjoying our current classroom and walks to Harmony Park while we can!



Room 11 News



We've had a wonderful start to Term 1 in Room 11.

Our students have adjusted back into the school routine swiftly and effortlessly!
Champions!

We've been enjoying looking at celebrations this term, so far we have learnt about The Holidays, Chinese New year, Birthdays and next we're looking at Naidoc Week celebrations.

We are so excited to see what fun and learning this term brings us.

- Jenna & Jackie



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

Happy Birthday

Alexander - 10 Feb

Amr - 12 Feb



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	
<i>Classroom consumables, materials & equipment</i> <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>	\$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
Total tax-deductible Curriculum Contributions	\$225

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
Total tax-deductible Other Contributions	\$15
Grand Total tax-deductible Contributions	\$240.00

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.

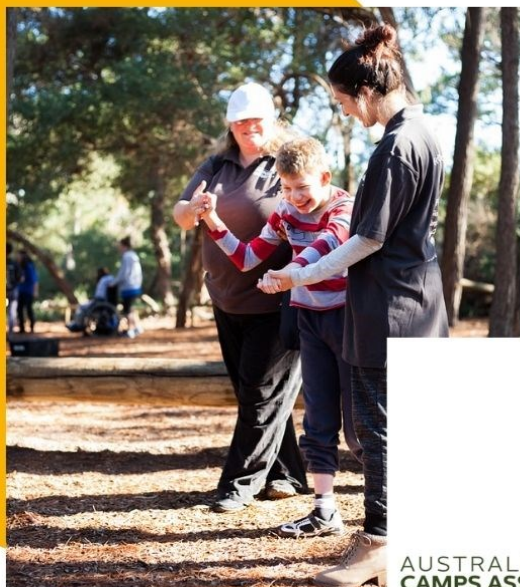
*T&C's apply see <https://www.ritchies.com.au/ritchiescardterms>

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





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PEOPLE OUTDOORS®
Adventure for all

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Adventure for All!



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- School Holiday Camps



Kids, teens and adults welcome.

Campers supported by professional staff.

30 years experience!



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All meals, activities, transport and accommodation included. Central pick up point.

We are a Registered NDIS Service Provider.

**Call today to
find out more:
Head Office -
03 9863 6824**





NOMINATE US TODAY

AS PART OF THE RITCHIES COMMUNITY BENEFIT PROGRAM

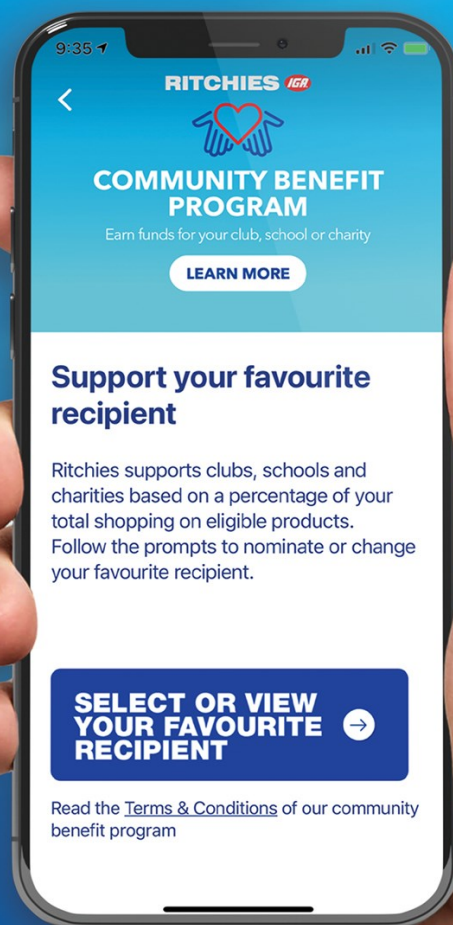
and help us generate extra funds.

- 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 for further information.

RITCHIES  + LIQUOR



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.



RITCHIES CARD



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App Store



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Google Play

*Terms & Conditions apply. See 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.