

# SYNDAL SOUTH PRIMARY SCHOOL

## INFORMATION BOOKLET

[WWW.SYNDALSP.VIC.EDU.AU](http://WWW.SYNDALSP.VIC.EDU.AU)





# *School Staff &* **SCHOOL INFORMATION**

**Syndal South Primary School No. 4924**  
**14 Montgomery Avenue**  
**Mount Waverley 3149**

**Office:** 9802 5277  
**OSHC:** 0484 300 259  
**Facsimile:** 9886 1301  
**Email:** [syndal.south.ps@education.vic.gov.au](mailto:syndal.south.ps@education.vic.gov.au)  
**Website:** [www.syndalsp.vic.edu.au](http://www.syndalsp.vic.edu.au)

**Principal:** Helen Freeman  
**Business Manager:** Katie Forbes  
**Office:** Julie Pfitzner  
Michelle Huppe

**Library:** Inger Robinson  
**OSHC:** TeamKids

## **Teachers:**

Irene Antzoulatos  
Chloe Bourke  
Michelle Dodson  
Jessie Evans  
Joanna Fisher  
Maria Giannone-Perri  
Kate Holly  
Rachel Howes  
Marina Hughes-Onslow  
Jessica Jason  
Leo Kahans  
Michelle Lee

Merrilyn Mann  
Jan Oliver  
Amber Panagopoulos  
Flavia Petrucci  
Kate Phillips  
Jarrod Riley  
Clare Searle  
Veena Sen  
Janine Stockdale  
Rebecca Stonehouse-Melke  
Skye Threadgold

## **Aides:**

Sally Blaber  
Alec Blaber  
Samantha Pergadis  
Ramya Sundar  
James Wang





# *More* **SCHOOL INFORMATION**

## **2023 TERM DATES**

Term 1 – 27 January – 6 April

Term 2 – 24 April – 23 June

Term 3 – 10 July – 15 September

Term 4 – 2 October – 20 December

## **2024 TERM DATES**

Term 1 – 29 January – 28 March

Term 2 – 15 April – 28 June

Term 3 – 15 July – 20 September

Term 4 – 7 October – 20 December

**Note:** On the last day of Terms 1, 2 & 3 the students are dismissed at 2.30pm and at 1.30pm on the last day of the year.

## **PUPIL FREE DAYS**

All schools have four Pupil Free Days a year to undertake staff professional learning and to write reports. One pupil free day is held adjacent to the beginning of Term 1 each year, and the other days will be advised at a later date.

## **BELL TIMETABLE**

**First Bell:** 8.50am

**School begins:** 9.00am

**Morning Recess:** 10.40am - 11.10am

**Eating Lunch:** 12.50pm - 1.00pm

**Outside Play:** 1.00pm - 1.50pm

**School finishes:** 3.30pm







# Principal's Welcome

## WELCOME TO SYNDAL SOUTH PRIMARY SCHOOL

**Helen Freeman - Principal**

Syndal South Primary School is a vibrant place, where learning and relationships are the centre of our school life. We aim to deliver opportunities and experiences which will stay with our students for a life-time. As students only pass through their school years once we know that their learning foundations must be sound, in preparation for future growth.

We have high expectations for our students academically and deliver an innovative and comprehensive curriculum which promotes creativity, curiosity, tolerance and nurtures self-worth and self-expression.

Positive relationships with the students and their families, based on trust, respect and support are built. Each student is highly valued, as is their time with us. We endeavour to unearth their talents, arouse their interests, promote the development of citizenship and personal character and nurture and guide individual growth.

Walking into a school is the perfect way for you to gain an understanding of what it can offer your child and what is valued in the school community. Our school values of respect, curiosity, resilience, integrity and care are built into how we interact as a community. When we ask our current parents, what drew them to Syndal South they often comment that it was the 'feel' or 'vibe' of the school.

We look forward to you getting involved in our school, working with us as a team to support your child on their learning journey.

We welcome your interest and feedback and would be pleased to communicate with you further. Please do not hesitate to contact the Office on 9802 5277 if you would like to book a school tour or to discuss any aspect of our school.

## CURRICULUM

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The curriculum at school is based on the Victorian Curriculum. The focus is largely on literacy and numeracy skills and the development of physical, personal and social capabilities. There are 8 Learning Areas and 4 Capabilities as follows:

### LEARNING AREAS

Literacy  
Numeracy  
The Humanities  
Science  
Technologies  
Languages  
Health & Physical Education  
The Arts

### PERSONAL CAPABILITIES

Critical & Creative Thinking  
Ethical  
Intercultural  
Personal & Social

## SCHOOL WIDE POSITIVE BEHAVIOUR SUPPORT

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**BE RESPECTFUL**

**BE CARING**

**BE RESILIENT**

**BE RESPONSIBLE**

School Wide Positive Behaviour Support (SWPBS) is a framework that promotes positive behaviours. Syndal South Primary School uses the framework by; modelling and teaching positive behaviours, explicitly and incidentally teaching expected behaviours, and rewarding students for using positive school behaviours in line with our school values which are care, responsibility, respect and resilience. SWPBS is a really fun and positive way to teach students expected behaviours and reinforce their efforts. When unexpected behaviours arise, students are reminded, retaught and given choices to help them get back on track in a non-punitive yet constructive approach. This systematic and school-wide approach to behaviour management removes the unexpected for students and helps them continue with their learning and have their hard work and efforts recognised.

## STUDENT WELLBEING

Syndal South Primary School has a strong commitment to the wellbeing of all students and families at the school. We have a Wellbeing Team available to support students and families as needed. We believe that every single student benefits from building their resilience and problem-solving skills. The School-Wide Positive Behaviours Program sees students recognised for their positive behaviours and encouraged to be their best.

Syndal South Primary School maintains a focus on family wellbeing because we know that when families are supported, students do better at school. We encourage parents to come and participate in activities at school, either as

volunteers in class, or as part of the cheer squad at school events. Parents can always come and ask our wellbeing team about anything they would like to know about school.



## CHILD SAFETY

Syndal South is committed to safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making. Syndal South has zero tolerance for child abuse.

Syndal South is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, vulnerable children, as well as the safety of children with a disability.

Every person involved in Syndal South has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.



# Connecting with the School

## SCHOOL COUNCIL

### *The Role of School Council*

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School Council is a legally formed body that is given powers to set the key directions of the School. It is the major governing body of the school and decides future directions for the school and oversees the school's operation. The role of School Council is:

- To establish broad direction and vision of the school within the learning community.
- To develop and monitor the School Strategic Plan.
- To develop, review or update school policies that fall within a School Council's responsibilities.
- To raise funds for school related purposes.
- To approve the annual budget and monitor expenditure.
- To have general oversight over the school grounds and buildings.
- To report annually to the school community and to the Department.

### *How to Join*

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You don't need specific experience or prerequisites - any parent or carer is eligible to nominate for School Council. All you need to be is curious about the school, be available to attend monthly meetings, and work on a sub-committee. A new School Council is formed every March via nomination, and voting is held if there are more candidates than vacancies. For more information about joining the School Council, contact Helen Freeman, Principal on 9802 5277 or [helen.freeman@education.vic.gov.au](mailto:helen.freeman@education.vic.gov.au).



## PARENTS' ASSOCIATION

The Syndal South Parent's Association (PA) provides a forum for all parents to be actively involved in social and fundraising events, and encourages the development of a community spirit. All parents and carers at Syndal South are welcome to attend PA monthly meetups and to assist with events. Our annual community events have all been very successful in building a stronger community for our children, including:

- International Food Night
- Grandparents/Special Persons Morning Tea
- End of Year Dessert Night

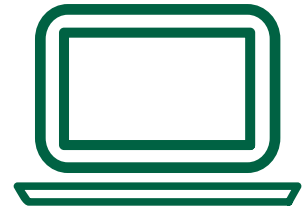
The PA even extends our support/services to enhance student's awareness on:

- Environment by Secondhand Uniform Shop
- Community by Helping Hands Program

We also arrange fun events for teachers and students to give them special experiences in their learning and growth journey, events such as Spoil the Staff Day and School Disco Night.

At Syndal South we encourage all parents and carers to consider joining one of the PA Volunteer Working Groups to support our school and make our children proud. We believe that we have the ability to make a difference in our community. There are more than 15 events and programs that are run by parent volunteers (take a look at our Book of Achievements 2019) and we always take pride in our school's great support. If you would like to support our school, please contact our office or PA President Julie Jago-Kerr at [pa@syndalsp.vic.edu.au](mailto:pa@syndalsp.vic.edu.au).

# Connecting with the School



## COMMUNICATION

The school uses COMPASS as its parent portal. Using Compass allows you to access up-to-date and meaningful information about our school and your child's progress. The features that we use on Compass include:

- monitoring your child's attendance and entering attendance notes
- paying and providing consent for events
- communicating with your child's teachers
- booking parent/teacher conferences
- news feeds
- distribution of the school's weekly newsletter

For more information on how to access Compass please contact the office.



## PARENT HELPERS

Parents are very welcome to join in with any classroom activities. Parent involvement is a vital part of our Early Years Literacy program, where parents work with small groups of students. They are equally vital in our PMP program. There may be opportunities to also help out with special activities throughout the year. To volunteer you will need to have a Working With Children Check and have completed a quick induction session with the school.

Volunteer Working With Children Checks are free. A Working With Children Check can be obtained by filling in the online application form on the following website and then finalising it at the Post Office.

<https://www.workingwithchildren.vic.gov.au/individuals/applicants/how-to-apply>.



Scan the QR code to be taken to the Working With Children Check application page.

## EXTRA CURRICULAR ACTIVITIES

In addition to our classroom teaching and learning opportunities, Syndal South offers a range of extra-curricular activities such as:

- Instrumental Lessons
- Aerobics
- Solar Car and Boat Program
- International Competitions and Assessments for School (ICAS)
- Chess Club
- Code Club
- After School Sport
- Gardening Club



## **ABSENCES, LATE ARRIVALS & EARLY DEPARTURES**

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If a child is absent from school, parents are asked to phone the school office on 9802 5277 by 9.15am. Alternatively parents can notify the school of an absence via COMPASS. Any child arriving after 9.00am must be accompanied by a parent and sign in at the office on the iPad and receive a Late Pass to be given to the child's teacher. Any child leaving the school early must be signed out on the iPad at the office by the parent and an Early Leave Pass collected and given to the child's teacher.

## **SICKNESS OR ACCIDENTS AT SCHOOL**

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If your child is unwell in the morning, it is better for them to remain home for the day. In the event of sickness or accident at school, a staff member will administer first aid. In cases of sickness and accidents other than minor cuts, bruises, etc, a parent will be contacted by the school, and will then take over responsibility for the child. If parents can't be reached, the emergency contact nominated by the parent on the student's enrolment form will be contacted. When dealing with matters that are considered serious, if no person responsible can be contacted, the doctor nominated on the student's enrolment form will be contacted, or an ambulance called and the child accompanied to hospital.

## **VISITORS**

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For reasons of emergency management, security and safety of our students all visitors to the school must report to the office, sign in on the iPad and collect a visitors badge which must be worn while at school.

## **PARKING & SCHOOL CROSSINGS**

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The staff car park is for staff only from 8am to 5pm. Vehicles are not to be on or around school grounds during the following times:

- drop off - 8.45 - 9am
- recess - 10.40 - 11.10am
- lunch - 1.00 - 1.50pm
- pick up - 3.30 - 3.45pm

Be aware of street parking signage as fines are imposed by Council.

Designated pedestrian crossings are on Montgomery Avenue, Lawrence Road and Blackburn Road. Crossing Supervisors are provided by the City of Monash at these crossings.



# Useful Information

## FOOD

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Students eat in the classroom under the supervision of the classroom teacher. We encourage 'nude food' which are lunches and snacks that have no rubbish.

### Brain Food

Brain Food is a small piece of fruit or vegetables packed each day in addition to lunch and snack.

### Lunch Orders

Classroom Cuisine can be ordered online all days except Tuesdays. The orders are delivered to school before lunchtime and students collect them from the office. Orders need to be placed before 8.30am.

🖱️ <https://classroomcuisine.com.au/>

### Allergies

Some children in the school have allergies to different foods. We ask that where possible you avoid sending nuts to school. Being a neat eater and washing hands after eating helps minimise the risk of an allergic reaction.

If your child is allergic or anaphylactic to anything please inform the school and teacher.

## OUT OF SCHOOL HOURS CARE

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Our Out Of School Hours Care (OSHC) program is run by TeamKids and is available every day before and after school. Before School Care runs from 7.15 - 8.45am and After School Care runs from 3.30 - 6.30pm.

For more information:

<https://teamkids.com.au/venues/syndal-south-primary-oshc/>

Phone: 0484 300 259

Email: [syndalsouthps@teamkids.com.au](mailto:syndalsouthps@teamkids.com.au)

## LIBRARY

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Each week students have the opportunity to borrow books from the school library to take home and share. Books can be kept for two weeks.



# Useful Information

## SCHOOL UNIFORM

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The school uniform is worn by all students and can be purchased new from PSW (online or in-store) or from the second hand uniform shop. The school uniform includes black shoes, a school bag and a school hat. All items must be named.

### PSW

- 📍 PSW Waverley  
342-350 Springvale Road  
Glen Waverley, 3150  
(Behind Officeworks)
- ☎ (03) 9768 0335
- 🖱 <http://www.psw.com.au/>



Scan the QR code to be taken  
to the PSW online store.

### Second Hand Uniform Shop

- 🕒 9am on the first Thursday of each month
- 📍 In the OSHC Kitchen  
Syndal South Primary School

## LOST PROPERTY

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Lost property is located in the 1/2 building. Please feel free to take a look if something goes missing.

**Make sure all students clothing and belongings are clearly named.**



# NOTES

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# NOTES

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**EXPERIENCE  
OUR LEARNING  
ENVIRONMENT**

# CONNECT WITH US!

[www.syndalsp.vic.gov.au](http://www.syndalsp.vic.gov.au)

Follow our social media pages to get a feel of our school and a glimpse into the everyday learning experiences we so proudly offer at Syndal South Primary School!



Syndal South Primary School



@syndalsouthps



SyndalSouthPrimary