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# Northcote Primary School Newsletter

Issue 17 · 10 Nov 2023

*Collaborative Learning in a Community that Cares*

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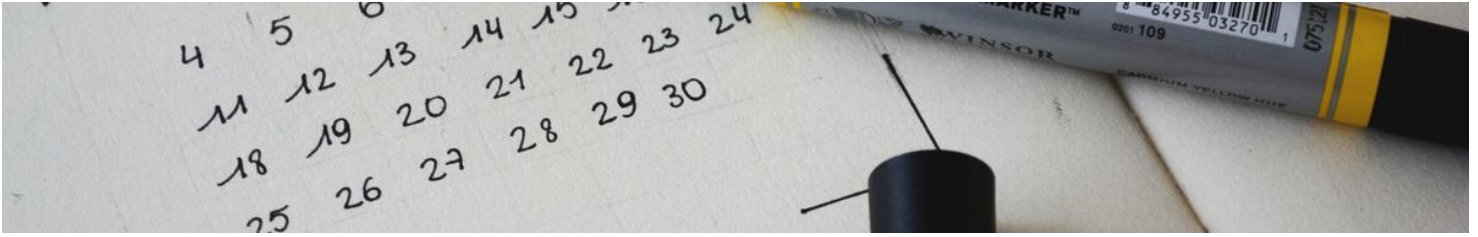


Sun smart- Please pack your hats!



Pupil of the week Term 4





# Dates to Remember

## Just a little reminder

Our school gates are unlocked at 8.45am each morning to allow students to enter.  
The yard is not supervised before this time.

Students can enter classrooms from 8.50am each day. The gates are locked again at 9.00am when the bell goes. The gates are unlocked again at 3.20pm and are locked by 3.45pm.

## Term 4

- Mondays Assembly 9.10am **No Assembly on Monday 13th November**
- Saturday 11th November - Remembrance Day
- Monday 13th November Prep + 5/6 Swimming (Week 1)
- Tuesday 14th November 7- 8pm - Prep 2024 Parent Information session
- Monday 20th November Prep + 5/6 Swimming (Week 2)
- Tuesday 21st November 9.15 - 10.15am - First Prep 2024 Orientation session
- Tuesday 28th November 9.15 - 10.15am - 2nd Prep 2024 Orientation session
- Tuesday 5th December 9.15 - 10.15am - 3rd Prep 2024 Orientation session  
Parent's Invited for Information session.
- December 2nd - Working Bee 12 - 3pm





# Greetings from Shaun

## Curriculum Day- Assessment and Reporting

On Monday was our final Curriculum Day which the teachers devoted to assessment and reporting. This was dedicated time for the teachers to sort through assessment data and common assessment takes to begin to meticulously compile an individual academic report for every one of the students in their class. These reports are a celebration of both the achievements and areas for future development. As you would know, a lot of work goes into the making of a semester report. I know you will join me in thanking the teachers for their dedication to this process.

Please note, reports will go live to parents via Compass on Friday the 15th of December.

## Class Structure for 2024

As you will be aware, we are currently in the middle of planning for 2024 and so I thought now would be a good time to give you an update on the class structure we are predicting for next year. Based on the current projections of student numbers and movements, we are planning for 14 classes across the school and the class structure is likely to remain unchanged. This means that we will have two straight Prep classes, and then continue with our multi-age composite classes in Grade 1/2 and Grade 3/4 and 5/6 with four classes at each level.

We will also maintain our current Specialist program of Art, Music, PE and Italian.

## Assembly



Just another reminder that next Monday is a really busy day here at Northcote PS and so we have postponed our whole-school assembly to the following week. This means that there is no Assembly on Monday 13th November.

HOWEVER, the good news is that this means we will be having a double POW celebration on Monday the 20th of November, I can't wait!

If you have been following the "dates to remember" section, you will have seen that on Wednesday 20th December (the final day of Term 4) that assembly will be at **9am**. It will follow the same format, but hopefully won't be in the heat of the day. Be sure to mark it down in your calendar!

Whilst we are talking about assemblies, those who have attended our assemblies recently will have noticed that the main sound system has been out of action, I am sorry that the temporary speaker is less than ideal. We are just waiting for the tradesmen to investigate and try and identify why it isn't working and replace the required parts.

This work however is tied to some other work scheduled to be done. We are currently working to upgrade our whole school classroom speakers, PA and sound system. This means that we are working with tradesmen to do an audit of the current system and to assess the condition and location of the current indoor and outdoor speakers. This is not as simple as it first sounds, because we are working with a 150-year-old building it's not as simple as just moving speakers to a new location. We are also looking to upgrade the 20-year-old sound system so that the music that plays in the morning, actually plays every morning, what a novelty! While this work is currently underway, the system is not likely to be updated until the January holidays.

Thank you in advance for your patience and understanding around this.

## Prep Transition

This term has seen the commencement of our Prep 2024 Transition sessions. We have already had two very successful Storytime sessions and our next big event is the Parent Information Session scheduled for next Tuesday 14th at 7pm in the hall.

The Information session is followed by the Prep Orientation scheduled for Tuesday 21st of November, Tuesday 28th of November and concludes on Tuesday the 5th of December. These sessions will run from 9:15am-10:15am in the Prep classrooms.

During our **first two** Ready, Set, Go transition **sessions there will be a parent information session running in our school hall**. This will be another opportunity to find out some more useful information about our school and to ask questions in preparation for your child starting school in 2024.

We have also been hosting some very special visits from Batman Park Kinder. The different groups have been coming to school to see what school is like in Prep. It has been an absolute pleasure having them.

## 3/4 Camp to Phillip Island

Our three/four students made the trek to Phillip Island this week for the school camp and I was fortunate enough to visit them yesterday to see how they were doing. Everyone was having an amazing, jam-packed time and dare say there will be some very tired children AND adults this weekend. I am sure there will be a further update and photos in our next newsletter, but I just wanted to say a very heartfelt thank-you to our parent volunteers and staff for giving up their time to ensure that the camp this week was an absolute success.

## Prep and 5/6 Swimming

It has certainly been a busy term and next week is no exception. Next week signals the commencement of the Prep and five/six swimming program. Both year levels will be heading off to the Collingwood Leisure Centre over the next two weeks. To co-ordinate swimming lessons and bus timetables, this will mean that we have an altered timetable for the next two weeks.

On a separate note, if you are thinking about volunteering with the swimming in any capacity, please note that you will need a current Working with Children Check and this needs to be registered at the Office. It is preferable that you do this prior

to the day you would like to help out. Please see Donna, Sarah or Caterina for help with this.

## Fundraising and Events

You will have seen on Compass that we received confirmation that the mango trays are due to be delivered on either **Tuesday 14th November** or **Wednesday 15th November**.

We will keep you posted about the delivery day and time, and we will advise you on the pickup arrangements as soon as we know more.

Mangoes are a crowd favourite on the Northcote Primary fundraising calendar, and I am happy to report that this year we made just over \$1,000.

The Trivia Night this year was another successful event, and I can now confirm that we raised just over \$5,200. Could it have been because of the return of the Nits?

Icy Poles are back again on Friday afternoons, available from the canteen from 3:30pm to 3:45pm.

## Working Bee- Saturday 2nd December

One last reminder from me, don't forget to put December the 2nd in your calendar for the final Working Bee for the year. We are concentrating on the area surrounding the Top Turf and the OSH yard this time around. Looking forward to seeing you all there.

Take Care,

Shaun.



# School Council Update

## Review of this month's School Council meeting.....

This week's meeting included the presentation of our most recent school review and NAPLAN results. It was overall very informative and had positive outcomes. This review gives the school recommendations to help build the strategic plan for the next 4 years, which is then broken down into AIP's (Annual implementation plan's) to achieve this. The finest details of these AIP's are still being finalised but the school council were very impressed with the hard work that the school and staff and putting into them. We look forward to our children reaping the rewards. The results of the school review (which was reviewing the school the year before this one) and the NAPLAN results will be published on the school website soon for your information.

We had updates from the environment subcommittee on a few current projects: Kitchen/Canteen area - this includes the addition of some large stainless benches which will be beneficial for the catering at our fundraising events but will also allow this space to become multifunctional and cater for groups of students to participate in activities like cooking classes and science experiments if so desired! This is due to be completed in the next month.

Bike shed project -this is finally progressing again after some difficulty on getting any trades people to quote! But we are still hoping to have this complete by the end of the year/beginning of next year as we are beginning to receive some quotes! We will then have a more functional space for kids, parents and staff to

store their bikes and scooters securely. We are even hoping to include a bike maintenance station so our kids can learn how to look after their bikes too!

Mural on PE shed - this is being supported by our wonderful art teacher Amy, who is currently reaching out to a few Wurundjeri Woi Wurrung artists to find someone suitable to transform this space in a bright, thought provoking and attractive space! We really hope that we get to see the outcome of this by the end of year picnic....to be continued!

The working bee for Term 4 (Sat 2nd Dec 2023) will focus on the back of the school campus (around the PE sheds and into the OSH club as they are keen and willing to be involved) We also approved the date of Sat 2nd March 2024 to be the first working bee of next year-feel free to add these dates to your diary!

The community subcommittee put forward the proposal for End of Year picnic and this was approved by the council. We will be selling pre-order Sushi for a very small profit as our focus for this one is going to be on bringing families together and not fundraising huge amounts. We are really struggling to get new volunteers into our community subcommittee and so by the end of a very tiring year it seems most appropriate for everyone to hang out together rather than selling food and drink! BYO picnics if you forget to order sushi 😊

Code Camp is still being pursued to formalise an agreement before we can run on site.

NPS branded clothing/Uniform survey results presented and discussed (we will expand into the detail of this below)

School council may have to review current set up for 2024 to compensate for the difficulty we are currently experiencing in recruiting active members.

The 2024 School events calendar is being finalised asap to assist with the recruitment of help and planning of our social and fundraising events, as well as the very important school fete and 150-year anniversary of the school next year!

Next school council meeting is Monday 11th Dec 7-9pm in the staff room.

The results of our NPS branded clothing poll are in.....

Over the last week we have been asking parents, teachers and children if they would like to have the option made available to purchase and wear NPS branded clothing items to school and school events.

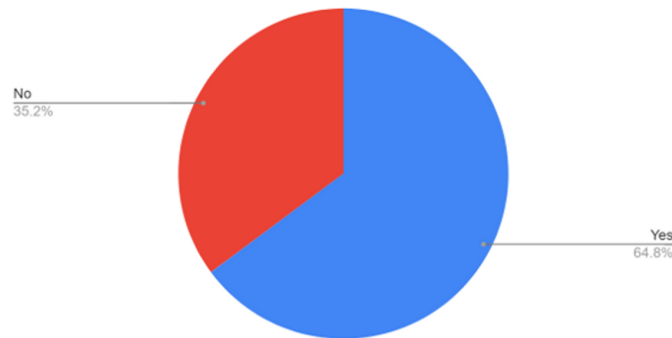
It showed us that this was a very popular idea and voted by the majority of the community to have these additional options available to us. There were some



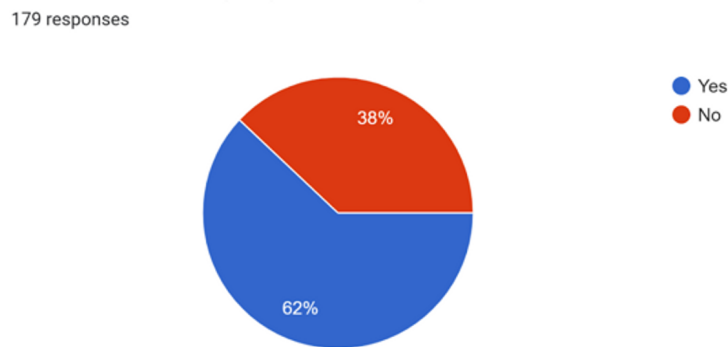
people that wanted a full wardrobe made available, but the intention is to keep it to the suggested polo, t-shirt, and warmer layer as we think this is a better balance with students that do not want to wear the items.

For transparency of results, we have detailed them below.

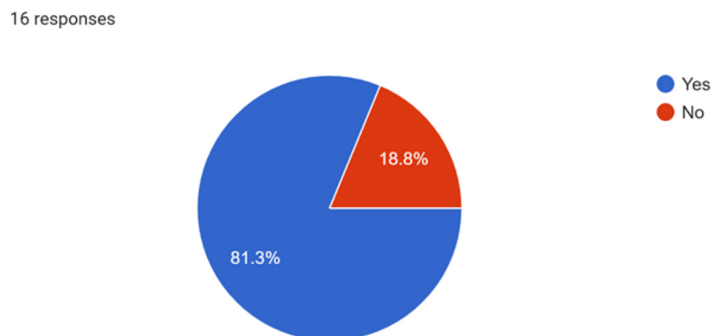
Student results were 65% YES to 35% NO:



Parent responses were 62% YES and 38% NO:



And teacher/staff responses were 81% YES and 19% No:



To try and give some more detail and put this into context, the reason this poll was run was because the school and school council had received requests to explore this further by students, parents and prospective parents as a possibility.

We would like to reiterate that NPS have no intention to create a uniform and students will still have the same freedom to choose their clothes each day and show their individuality through clothing if they so wish.

Out of respect to parents that raised an issue with the word 'uniform' in the poll results, we will not be referring to it as a uniform as the items are not required to be worn and we do not want anyone to feel they have to wear them if they do not wish.

Based on these results the school council will now start to work with a supplier to explore possible options and what they could look like and the cost. We will share more details with you when we can.

Please remember that if you and your family are experiencing financial hardship then please reach out to our school leadership team for support. It is important to us that we support our community.

The last thing that was raised through this poll and something the school council wanted to communicate was the reason for the change earlier this year of the school hat. This change of hat was a forced change as school providers are no longer allowed to supply any hat with the cord that goes around the neck and so we were unable to get anymore of the old-style hats as they not in production with school suppliers. Instead, you will see on the new style hat that there is now an adjustable elastic that sits around the crown of the head to make it tighter and looser. It has also been confirmed from the hat supplier that the new style of hats are no less sun safe than the old style. The sun safe rating of the new hats is 50+. If anyone has any other questions, please feel free to email [jo.pitt@education.vic.gov.au](mailto:jo.pitt@education.vic.gov.au)



## End of Year Picnic Monday 4th December from 5pm to 7pm

The end of year picnic is fast approaching!

This is a great opportunity to meet or reconnect with other families, and for the kids to play around the school grounds. Bring a picnic rug, drinks, and a picnic, or order sushi for collection from the canteen on the night.

There will also be Lucky Lips ice creams for sale – fresh fruit ice-creams made to order; \$6 each (cash or card).

We will have juice boxes for sale for \$1 each at the canteen.

If you would like to order sushi, please order using Compass by 27 November order close at 4pm.

Sushi rolls are \$6.50 for a pair. (We are not selling single rolls – pairs only).

There are 5 options available to choose from

Teriyaki Chicken (GF, DF, EF)

Crispy chicken (DF)

Cooked tuna (GF, DF)

Avocado (V, GF, DF, EF)

Tofu & veg (V, GF, DF, EF)

Ordering Sushi on Compass (select “Canteen” > select one of your children > select 28 November (ie date orders close) > select the flavours you’d like.

We need volunteers to help with distributing the sushi on the night – the more the merrier (many hands really will make light work!) If you can volunteer for one hour between 3.30-7pm, please let Mish know: [misha.leembruggen@gmail.com](mailto:misha.leembruggen@gmail.com)

Looking forward to seeing you all there!



# Fundraising at NPS

# THANK YOU FOR FILLING OUT THE FUNDRAISER AND EVENTS SURVEY!

## What you love:



**Supporting  
NPS  
financially!**



**Being part of  
the school  
community!**



**Meeting other  
parents**



**Small &  
larger  
fundraisers**

## You had some great ideas:



**Music/dancing at  
trivia - DONE! We  
had The Nits**

**ideas:**



**Host elections -  
DONE. We had  
a democracy  
sausage sizzle.**



**Fundraising &  
events  
calendar -  
we're working  
on it!**

**Smaller fundraisers for each year  
level to manage - great idea!**





# WHAT'S HAPPENING IN 2024?

We're rallying parents from each year to run a year-level fundraiser!

## SMALL FUNDRAISERS

- Icy Poles Prep – T1&T4
- Tea Towels Gr1/2 - T4
- Mangoes Gr 3/4 - T4
- Hot X Buns Gr 5/6 - T1
- Most of the legwork has been done
- Work with the school to set up a fundraiser
- Coordinate with the supplier to place orders

COME & HAVE A CHAT WITH US  
WED 29 NOV 7:30 PM @ WELCOME TO  
THORNBURY

CONTACT LUCY 0403668669  
[LUCYCSINCLAIR@HOTMAIL.COM](mailto:LUCYCSINCLAIR@HOTMAIL.COM)

## LARGER EVENTS & FUNDRAISERS

- Fete – Sat 16 Mar - T1
- NPS 150-year Anniversary - T1 celebrations (Opened 4 May 1874)
- Trivia Night - T4

IF WE DON'T GET MORE PARENT HELPERS,  
WE WILL HAVE TO CUT BACK ON THE FUN IN 2024





# NPS is starting to prepare for our 2024 Fete

Hello NPS families!

With only 6 weeks until end of Term 4, I wanted check in to let you know **2024 Fete planning is well underway!** Yep . . . I'm Fete Bossing again! 😊 😊

Some really great feedback was received from our last successful fete, but please do keep sending through any new ideas / suggestions.

<b>Date</b>	Saturday 16 March 2024																								
<b>Donations</b>	<p>Donna &amp; our 2<sup>nd</sup> Hand Stall leads (Holly G1/2, Selena G3/4, Bianca G1/2) are now accepting donations into The Fete Shed until end of term:</p> <ul style="list-style-type: none"> <li>• Friday mornings (8.45 -9am)</li> <li>• Friday afternoons (3.30- 3.45pm)</li> </ul> <p>Start working through your spring / pre Chrissy clear out as we're looking for your donations of clean, quality women's, men's &amp; children's clothing / shoes / books / toys / games / puzzles / bric-a-brac / bikes, scooters etc.</p> <p>Unfortunately we're unable to accept electrical goods, prams, car seats or porta cots.</p>																								
<b>Stall Leads / Support Team</b>	<p>Huge thanks to those superstar leads already signed up again for 2024!</p> <p>Those not yet confirmed 'either way' - please shoot me a text / message!</p> <p>We do need to fill these lead roles, so please reach out for more info:</p> <table border="0"> <tr> <td>• Graphic Designer</td> <td>• Silent Auction x 3</td> <td>• Bake Stall x 2</td> <td>• Face Painting x 2</td> </tr> <tr> <td>• Food Safety Supervisor</td> <td>• Ticket Booth x 2</td> <td>• Smoothie Bikes x 2</td> <td>• Crazy Hair x 2</td> </tr> <tr> <td>• Equipment Coordinator</td> <td>• Bar x 1</td> <td>• Kids Treats x 1</td> <td>• Slime The Teacher</td> </tr> <tr> <td>• Safety setup / Tradie</td> <td>• Mystery Bottle Stall x 2</td> <td>• BBQ Stall x 2</td> <td>• Pirate Treasure</td> </tr> <tr> <td>• School History Coordinator</td> <td>• Plant Stall x 2</td> <td>• Salads / Sushi Stall x 2</td> <td>• Craft Selling / Making Stall</td> </tr> <tr> <td>• Event Coordinator x 2</td> <td>• Refill Water Station</td> <td>• Choc Top / Kids Drinks x 2</td> <td>• Dunking Machine x 2</td> </tr> </table> <p><b>**Additional volunteers / support teams for the day will be signed up separately**</b></p>	• Graphic Designer	• Silent Auction x 3	• Bake Stall x 2	• Face Painting x 2	• Food Safety Supervisor	• Ticket Booth x 2	• Smoothie Bikes x 2	• Crazy Hair x 2	• Equipment Coordinator	• Bar x 1	• Kids Treats x 1	• Slime The Teacher	• Safety setup / Tradie	• Mystery Bottle Stall x 2	• BBQ Stall x 2	• Pirate Treasure	• School History Coordinator	• Plant Stall x 2	• Salads / Sushi Stall x 2	• Craft Selling / Making Stall	• Event Coordinator x 2	• Refill Water Station	• Choc Top / Kids Drinks x 2	• Dunking Machine x 2
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<b>Auction Items</b>	<p>It would also be amazing to hear from:</p> <ul style="list-style-type: none"> <li>• Business owners</li> <li>• Weekend Retreat owners</li> <li>• or friends of those who may be keen to donate services, products etc</li> </ul>
<b>Next Fete Mtg</b>	Wednesday 29/11, 7.30pm @ Welcome To Thornbury
<b>Contact me via</b>	<a href="mailto:1401-npsfete@schools.vic.edu.au">1401-npsfete@schools.vic.edu.au</a> or 0409 547 064



# Italian Day, coming soon

ITALIAN DAY – WEEK 9 THURSDAY NOVEMBER 30TH



Dear families,

The children are getting very excited about Italian Day coming up soon when we will have a celebration of all things Italian.

It is **Thursday 30th November – week 9**. Please put the date in your calendar and look out for notices on Compass for further information.

The children will receive a piece of Margherita pizza and a gelato each.

Gelato flavour choice will be lemon or chocolate. (limone or cioccolato).

We will all have a dress up day - staff and students; so get those thinking caps on.

Some ideas are: Italian personality, soccer player, landmarks, Pinocchio, Geppetto or even a pizza!

An easy option is to just wear something red, white and green.

Any questions please just ask me.

Grazie mille,

Gaynor





# Italian Update





## Italian Update!

Ciao a tutti! (Hi everyone!)

The Preps have been learning about Pinocchio and his friends at the fair with a story called 'Zucchero Filato – Fairy Floss'. We made a take home 'colori' booklet and have learnt some words and phrases about the fair. We are learning to dance 'La Tarantella – The Tarantula Dance' and we will be using tambourines in coming weeks. 3/4D are continuing to learn about Italian Cuisine and that Italian food is much more than 'pasta, pizza e gelato'. We have been reading a story called 'Mangia, Mangia – Eat, Eat' and learning some new words and phrases. Students are learning that most Italian food has an interesting story behind its origin. The 5/6's are currently working on 'La Cucina Italiana – The Italian Kitchen' after learning about the Italian Alphabet in an entertaining way! What fun! Che campione! We are currently working on designing our own Italian Menu with a role play activity around the corner! Italian gestures and food etiquette is next on the agenda.



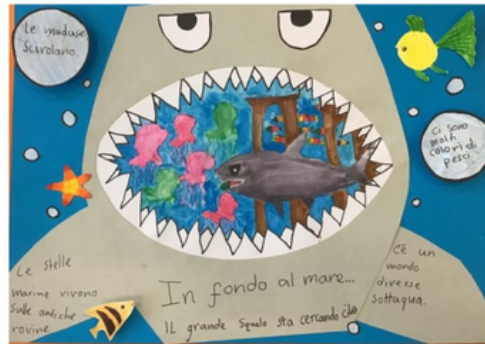
### DANTE ALIGHIERI SOCIETY MELBOURNE - Poster Competition 2023 In Fondo al Mare – At the Bottom of the Sea



As mentioned previously, Northcote Primary school had 85 students who voluntarily entered this year's state-wide competition.

**All results are now available.**

Well done to our 3 state-wide winners. Che SUPER STELLE!



**Congratulations to:**

**Coco – Foundation Third Prize.  
Stella and Lola in Year 5 who tied for First Place.**

**Congratulations to Stella in Year 5 who also received The Teacher's Choice Award.**



This year, our winners and our Teacher's Choice recipient will be required to attend a formal Presentation. The presentation ceremony

will be held on **Sunday, November 19<sup>th</sup> at 12.00-1.30pm at The University of Melbourne in the Old Arts Building PLT 122.**

Our students will receive a trophy, a certificate, a book prize and have their photo taken for the Italian newspaper, Il Globo.

I will be attending the Awards ceremony, and I will be collecting all student posters and all certificates.

A BIG CONGRATULATIONS also to all our following students for their outstanding results! Signorina is so proud of your creative work and achievements! Che campione!

Olivia	foundation	Lode	Honourable mention
Rohan	foundation	Merito	Merit
Thea	foundation	Lode	Honourable mention
Theo	foundation	Merito	Merit
Kara	foundation	Lode	Honourable mention
Frances	foundation	Lode	Honourable mention
Margot	foundation	Merito	Merit
Zadie	foundation	Eccellenza	Certificate of Excellence
Fern	foundation	Pregio	High Distinction
Coco	foundation	Terzo Premio	Third Prize
Sybil	foundation	Lode	Honourable mention
Louis	foundation	Merito	Merit
Amelia	foundation	Lode	Honourable mention
Beatrix	foundation	Eccellenza	Certificate of Excellence
Mabel	foundation	Pregio	High Distinction
Chloe	foundation	Lode	Honourable mention
Samuel	foundation	Merito	Merit
Georgia	foundation	Pregio	High Distinction
Vivian	1	Merito	Merit
Clementine	1	Merito	Merit
Mila	1	Merito	Merit
Lenny	1	Pregio	High Distinction
Matilda (Tilly)	1	Pregio	High Distinction
Lily	1	Merito	Merit
Isaac	1	Merito	Merit
Mabel	1	Merito	Merit
Arlo	2	Merito	Merit
Rose	2	Merito	Merit
Holly	2	Merito	Merit
Sienna	2	Lode	Honourable mention
Anahita (Ana)	2	Lode	Honourable mention
Eden	2	Merito	Merit
Indianna (Indie)	3	Merito	Merit
Sylvie	3	Merito	Merit
Jennifer	3	Merito	Merit
Ella	3	Merito	Merit
Rosa	3	Partecipazione	Participation
Matteo	3	Partecipazione	Participation
Elke	3	Pregio	High Distinction

Louis	3	Merito	Merit
Peyton	3	Lode	Honourable mention
Marni	3	Merito	Merit
Nell	3	Lode	Honourable mention
Sabine	4	Eccellenza	Certificate of Excellence
Lexi	4	Merito	Merit
Claudia- Jean (CJ)	4	Lode	Honourable mention
Ailsa	4	Partecipazione	Participation
Leni	4	Merito	Merit
Jack	4	Merito	Merit
Olive	4	Lode	Honourable mention
Willow	4	Merito	Merit
Rachael	4	Merito	Merit
Eve P	4	Lode	Honourable mention
James	4	Partecipazione	Participation
Aidan	4	Merito	Merit
Lucy	4	Merito	Merit
Antigone	4	Merito	Merit
Felix	4	Merito	Merit
Abbey	5	Merito	Merit
Elijah	5	Merito	Merit
Stella	5	Primo Premio	First Prize
Anika	5	Merito	Merit
Lyra	5	Merito	Merit
Lulu	5	Merito	Merit
Blake	5	Lode	Honourable mention
Abby P	5	Merito	Merit
Elvie	5	Pregio	High Distinction
Malcolm	5	Merito	Merit
Lola	5	Primo Premio	First Prize
Leo	5	Lode	Honourable mention
Odin	6	Merito	Merit
Deckard	6	Lode	Honourable mention
Talia	6	Merito	Merit
Eleanor	6	Partecipazione	Participation
Oscar	6	Partecipazione	Participation
Oskar	6	Merito	Merit
Lexi	6	Lode	Honourable mention
Edward	6	Merito	Merit
Monty	6	Merito	Merit
Uma	6	Lode	Honourable mention

Taleen	6	Eccellenza	Certificate of Excellence
Max	6	Partecipazione	Participation
Eva	6	Eccellenza	Certificate of Excellence
Francesca	6	Lode	Honourable mention
Minh	6	Merito	Merit

We will be presenting all certificates and posters to our students during school assembly on Monday the 27<sup>th</sup> of November.

## News just in...



The Italian Festa is back...Sunday, November 26, 2023, at The Royal Exhibition Building and Museum Plaza between 11:00 am – 9:00pm – Free Entry.

For more details: [www.melbourneitalianfesta.com.au](http://www.melbourneitalianfesta.com.au)

If you have any queries regarding the Italian Program, particularly for Foundation, Year 3/4D and Years 5/6, please feel free to contact me at the school or drop in directly after school for a chat or to make an appointment.

Until next time, grazie mille (many thanks) for your continuing support,

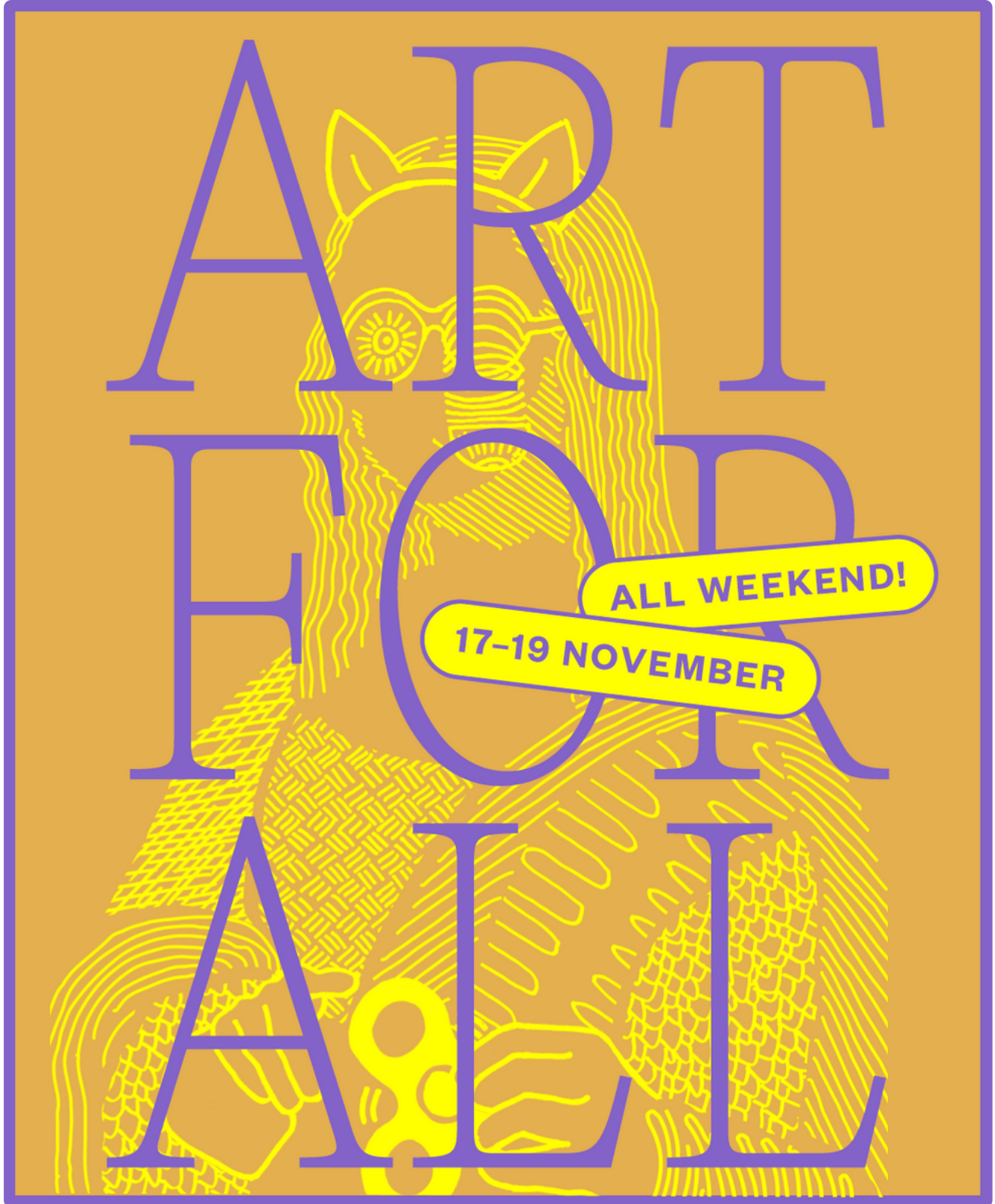
Signorina Rosa - Foundation, Year 3/4D and Years 5/6, (Mon/Tue)





# **ART FOR ALL at Fairfield Primary School**





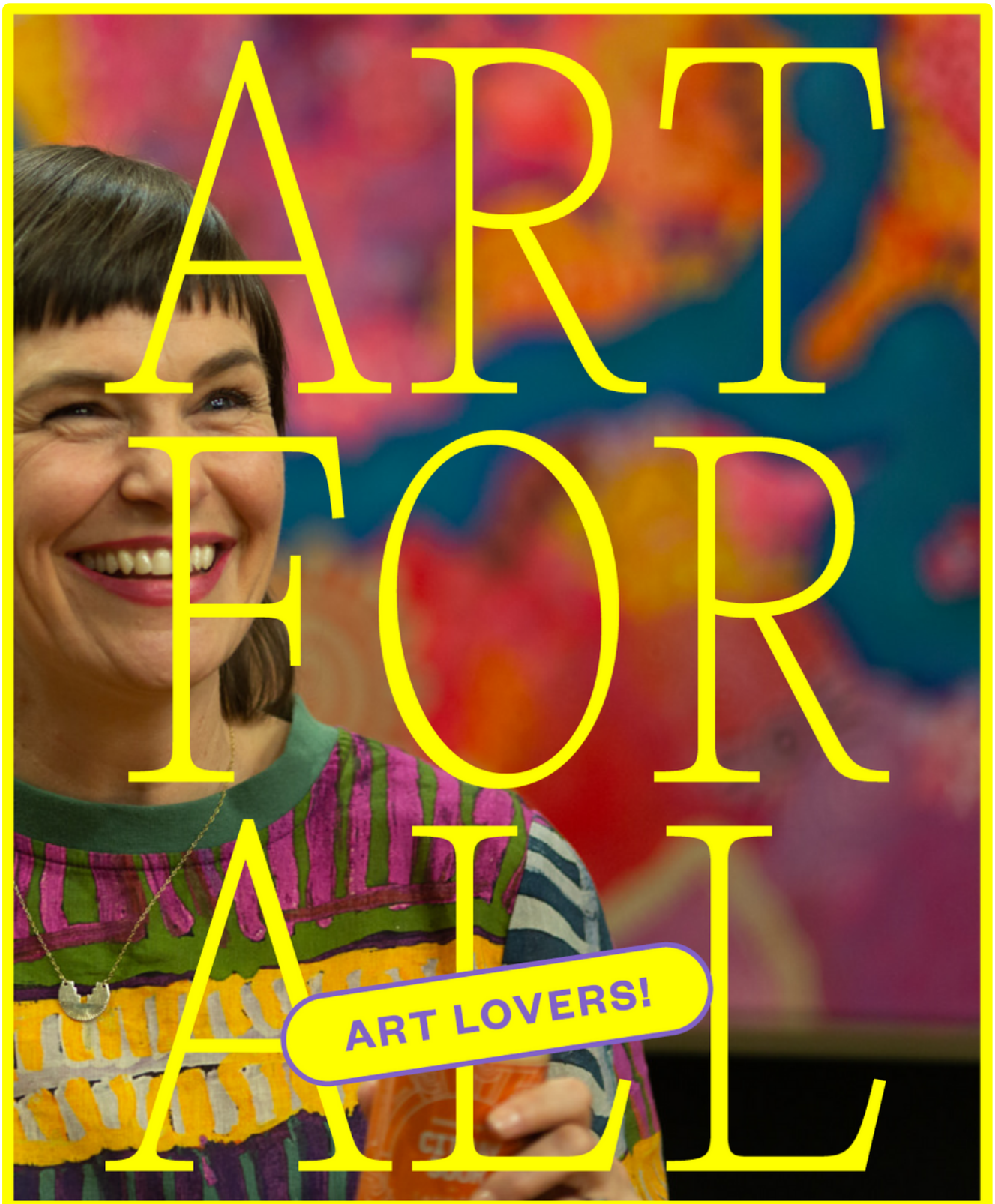
**ART FOR ALL** is a celebration of visual and performing arts, hosted annually by **Fairfield Primary School**. It is an opportunity to see, experience and immerse yourself in a weekend of fabulous art and creativity, and for FPS students to showcase their learning and their artworks.

Enjoy an **art fair** of affordable art from a mix of emerging local community artists alongside recognised and collectible artists, a **gala evening** with food and music, a **makers' market**, and **activities for kids**. This year ART FOR ALL is prioritising waste management – remember to bring your own cups and plates.

**So come and join the fun!** Whether you're a student, a parent, a friend, a community member, or an arts enthusiast – there's something happening for everyone. It's art for kids, it's art for adults... it's ART FOR ALL.

Fairfield Primary School, **Friday 17, Saturday 18 & Sunday 19 November.** For more information and to book tickets in advance, visit

<https://www.artforall.com.au>.





# Sun smart- Please pack your hats!

## SunSmart

***Don't forget to pack your hat!***

***This is a reminder to all families that all students are expected to wear a sun hat during any outdoor activities at school. A wide brimmed hat or a legionnaires hat are the only type to be worn. Beanies and caps are not sun smart and should not be worn.***

Please remember to apply your sunscreen at the start of each day and wear your hat!

**No hat means restricted play in the shade.**

We have NPS hats available to purchase **online** or **in store** from **Noone Ivanhoe, 283 Lower Heidelberg Rd, Ivanhoe East VIC 3079.**

**AVAILABLE INSTORE** - Reversible Bucket Hats, UPF Protection 50+ ( Sunsmart approved & made from sustainable materials )

House Colours - \$17.50 each Navy/GreenNavy/RedNavy/RoyalNavy/Gold

Phone: (03) 9499 1439

<https://www.noone.com.au/school/northcote-primary-school/stores>

For more information, please refer to our Sun Protection policy located on our [website](#)



# UV Index

Tap or click the button below to check the daily UV index, or download the SunSmart app [here](#)



## We are SunSmart - a note for families

Too much of the sun's ultraviolet (UV) radiation can cause sunburn, skin and eye damage and skin cancer.

UV damage accumulated during childhood and adolescence is associated with an increased risk of skin cancer later in life. Skin cancer is the most common cancer in Australia. It is also one of the most preventable cancers.

**You can't see or feel the sun's UV. Whatever the weather, if the UV levels are three or more, it's important to *Slip, Slop, Slap, Seek and Slide!***

### Sun protection times

Don't just wait for hot and sunny days to use sun protection. Check the sun protection times each day so your family can be protected when they need to be.

Daily local sun protection times and weather details are available from the SunSmart widget on our school website, in the weather section of the newspaper, on the SunSmart website at [sunsmart.com.au](http://sunsmart.com.au) and as a free SunSmart app. Sun protection times can also be found at the [Bureau of Meteorology website](http://Bureau of Meteorology website) and live UV levels are available from [ARPANSA](http://ARPANSA).



### SunSmart membership

Our school is a registered member of Cancer Council Victoria's SunSmart Schools Program. We aim to protect children and staff from too much UV.

Sun protection and skin cancer prevention is a shared responsibility. Please help support our SunSmart membership and sun protection efforts by ensuring your child follows the SunSmart measures included in our policy at school and at home.

During the daily local sun protection times (usually from mid-August to the end of April), **use these 5 SunSmart steps – even if it's cool and cloudy.**

### 1. **SLIP** on covering clothing

For free dress days, ensure your child wears clothing that covers as much skin as possible (e.g. elbow length tops with a higher neckline or collar and longer style shorts or skirts). Densely woven fabrics are best.



### 2. **SLOP** on SPF30 (or higher) broad-spectrum, water-resistant sunscreen

Apply a generous amount of sunscreen at the start of the day and make sure children have sunscreen in their bag ready to reapply throughout the day. Sunscreen should be reapplied every two hours. Please ensure children get plenty of sunscreen application practice at home so they'll be all set when they are at school. Under supervision, ask children to put a dot of sunscreen on each cheek, nose and chin and rub it in (avoiding the eye area) and sunscreen squiggles or dots on the back of the neck, arms and legs to cover these areas.

### 3. **SLAP** on a hat that protects the face, neck and ears

Choose a wide-brimmed, legionnaire or bucket hat. Peak caps and visors do not offer enough UV protection so please leave them at home. Please help your child remember to bring and wear their approved **school hat**. Please keep this at school so they will always be ready for outdoor activities, outdoor learning and play during school days. For the walk to and from school and weekends, please have an extra **home hat** to help keep children protected at home.

### 4. **SEEK** shade

Choose shady spots for learning and play whenever possible.

### 5. **SLIDE** on wrap-around AS1067 sunglasses

When appropriate and practical, help protect the eyes with sunglasses.

*Need information in another language? Call 13 14 50 and ask to be connected to Cancer Council Victoria in your language*



# Pupil of the week Term 4

2023

A gentle reminder that there is no Assembly on Monday 13th November.

## **Week 5**

Prep Natalie

Prep Olivia

Prep Meg

Grade 1/2 Sharif

Grade 1/2 Brigitte

Grade 1/2 Sam

Grade 1/2 Stephanie

Grade 3/4 Matt

Grade 3/4 Nick

Grade 3/4 Kate

Grade 3/4 Eleanor

Grade 5/6 Steve

Grade 5/6 Izzy

Grade 5/6 Declan

Grade 5/6 Luke

**Please note there will be no pupil of the week celebrated at assembly on Monday 13th November.**






# OSH Club

## OSH Club Information

<https://www.oshclub.com.au/vic/northcote-primary-school/>

 northcote-primary-OSHC.pdf



Welcome to OSHClub



Let's go!

OSHClub pride ourselves on providing your children with fun, play-based learning experiences before and after school as well as during the school holidays. Whether your child attends OSHC daily or only occasionally, each visit is an exciting and engaging adventure!



#### Compelling programs

We'll empower your child to explore, navigate, experiment and engage in a diverse range of experiences.

#### Educators who care

Our educators will embrace your child's journey: caring deeply, thinking creatively and inspiring them to thrive.

#### Future ready

We focus on building knowledge, skills and behaviours that help prepare your child for whatever the future may hold.

#### Unified partnership

As an integral part of the school community, together we'll create a fun and engaging environment for your child to flourish.

#### Fabulous food

We fuel curious minds and growing bodies, helping to shape your child's understanding of health and wellness positively.

#### Peace of mind

You can be confident that your child is safe, happy and given every opportunity to fulfill their potential.

Join the fun. Be active. Get together.



# Our Proud Sponsor

## Introducing our dedicated Estate Agent & Auctioneer

# Jellis Craig

Jellis Craig Northcote

427-431 High Street  
Northcote, VIC 3070  
P 03 9403 9300

E northcote@jelliscraig.com.au

Jellis Craig Fitzroy

189 Johnston Street  
Fitzroy, VIC 3065  
P 03 8415 6100

E fitzroy@jelliscraig.com.au

Jellis Craig Reservoir

982-984 High Street  
Reservoir, VIC 3073  
P 03 9070 5095

E reservoir@jelliscraig.com.au

jelliscraig.com.au

## Matthew McIntosh

LICENSED ESTATE AGENT & AUCTIONEER

0457 193 014

[matthewmcintosh@jelliscraig.com.au](mailto:matthewmcintosh@jelliscraig.com.au)

### About Matthew

With an impressive record of outstanding sales results, Matthew McIntosh has established himself as a leading Sales Agent and Auctioneer in Fairfield, Northcote and Melbourne's inner north suburbs more broadly. Always genuine in his approach, he quickly builds rapport with both clients and buyers. He communicates with transparency, sharing all updates with vendors, from the initial preparation of their property to the final signing of the contracts.

"I'm client focused at every step. I don't leave any stone unturned in my pursuit of the best possible result on every campaign," he says.

Matthew compels buyers to remain engaged throughout the marketing campaign, maximising interest and competition as the sale approaches. An accomplished auctioneer, he uses charisma and energy to generate a spirited atmosphere at every auction.

"I try to keep the energy up and the atmosphere positive on auction day," Matthew says. "Emotions can run high, so it's important buyers don't feel intimidated by the process. We want them to feel confident as they put their best offer forward."

Thorough market research is a pivotal element of Matthew's success. In a fast-paced selling environment, he stays on top of buyer sentiment and broader economic factors to accurately price properties and provide clients with informed advice.



### What are Matt's clients saying?

Verified reviews provided by



“ Matt was a fantastic bloke to deal with all around. From the moment we stepped in for an inspection to getting the keys to our new home, we couldn't have asked for a more genuine and considerate person as an REA. He kept us updated on the proceedings, was easy to deal with, connected well with our people (e.g. conveyancer/bank) and even had some minor touch-ups to our new place sorted out of his own goodwill. Will highly recommend him to other potential new buyers.

★★★★★  
Abhi G 7 days ago

“ Matt's commitment to our campaign was extraordinary. His professionalism and easy communication style created a trusting partnership. He had a clear vision on what strategy he felt best to achieve a great outcome. We challenged him a few times, but he was able to justify his rationale, explaining clearly and leaving us feeling confident. I highly recommend Matthew McIntosh to any prospective vendors.

★★★★★  
Alex A 2 months ago

“ Great and responsive communicator, excellent market knowledge. We felt reassured and in good hands from first contact with Matthew, all the way through to the excellent final result. Thanks!

★★★★★  
Matthew D 3 months ago

“ Matt has been helpful and professional. As a first home buyer, my knowledge with buying a property is very limited. Matt helped me through the whole process. He is a very trustworthy real estate agent. Highly recommended.

★★★★★  
Lizzie H 3 months ago

“ We had the pleasure of recently working with Matt, and he truly exceeded our expectations. From the beginning to the end, he was always so polite, friendly, and readily available to provide advice whenever needed. cannot emphasize enough how highly we recommend Matt. If you are in search of an exceptional estate agent with whom you will genuinely enjoy working, someone who will wholeheartedly dedicate themselves to achieving the results you've always envisioned, then look no further than Matt

★★★★★  
Stuart K 3 months ago

“ I can't recommend Matt highly enough. He worked extremely hard to sell our property, really went above and beyond to achieve an outcome we are very happy with. Throughout the process he was responsive and happy to answer our questions, and helped us to have the confidence that we were in safe hands. He's also a genuinely lovely person and was all round great to deal with. Thank you Matt!

★★★★★  
Nareeda L 3 months ago

# Northcote Primary School is proudly sponsored by Jellis Craig Inner North.

Jellis Craig will donate \$500 sales commission or \$350 rental fee to Northcote Primary School when a family or staff member appoints a Jellis Craig Inner North Agent to sell or lease their home throughout 2023. Please Mention you are part of our NPS village to ensure our school receives these generous donations.

# Jellis Craig



**Northcote**  
Primary School

The . . . .



. . . . have done it again!

Let's show the FMM team our community appreciation for their ongoing annual commitment to NPS & surrounding schools throughout the 2023 Spring / 2024 Summer Fetes season. 😊

Book them in for all your big moving truck needs via <https://friendlymovingmen.com.au/melbourne>





Northcote Primary School is proudly sponsored throughout 2023 by Jellis Craig Inner North

Jellis Craig will donate \$500 sales commission or \$350 rental fee to Northcote Primary School when a family or staff member appoints a Jellis Craig Inner North Agent to sell or lease their home throughout 2023. Please mention you are part of our NPS village to ensure our school receives these generous donations.



# THE BUSINESS END OF SCHOOL LIFE

THE FOLLOWING ARE REPEATED INFORMATION ITEMS, WHICH CAN BE REFERRED BACK TO BY OUR SCHOOL COMMUNITY WHEN NECESSARY

## Parent Payments

Attached is a copy of the Parent Payment Arrangement has been approved by the school council on Wednesday 22 of February 2023, for Curriculum Contributions for student use for the 2023 School Year.

The cost for 2023 Parent Payment Arrangement is \$250.00

In the newsletter section compass information, you will find attached a copy of the Compass Pay Parent Guide on how to make payments via Compass.

Please do not hesitate to contact the school's office should you have any concerns.

Kind Regards

Caterina Carnovale  
Business Manager

 Parent Payment Arrangement 2023 PPA.pdf

## **Compass Pay for all school payments - Compass Pay at Northcote Primary School.**

Compass Pay provides a more consistent approach to parent consent and payments of activities for students and confirm the student's medical requirements through the compass app.

Northcote Primary School has a streamline approach to the collection of payments for Camps, Excursions, Incursions, and the annual Parent Payment Arrangement, and fundraising activities.

This option allows parents/caregivers the opportunity to have all the information on one platform the Compass Parent App.

Cash, EFT and B-pay are available as options, the preferred method of payment is Compass.

Compass creates efficiency for teachers and the office staff where immediately we will be able to see if parents/caregivers have consented and paid for the activity. Parents will receive a push notification from Compass when an activity has been created.

We have attached a copy of the Compass flyer on how to consent and pay for events.

## **Compass Attendance**

This is a gentle reminder to parents/carers, about the importance of logging student absences on Compass prior to the school day commencing. This is a Department of Education requirement.

If your child is absent from school or is going to be absent in the future (for example a planned family holiday), it is important that this absence is logged via Compass.

Attached is a parent guide to using compass.

 Parent-guide-Compass.pdf

## **CSEF: Camps, Sports and Excursions Funds**



## FINANCIAL ASSISTANCE INFORMATION FOR PARENTS

Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund helps ensure that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. It is part of making Victoria the Education State and the Government's commitment to breaking the link between a student's background and their outcomes.

### CAMPS, SPORTS & EXCURSIONS FUND (CSEF)

School camps provide children with inspiring experiences in the great outdoors. Excursions encourage a deeper understanding of how the world works while sports teach teamwork, discipline and leadership. All are a part of a healthy curriculum.

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. A special consideration category also exists for asylum seeker and refugee families. The allowance is paid to the school to use towards expenses relating to camps, excursions or sporting activities for the benefit of your child.

The annual CSEF amount per student is:

- \$125 for primary school students
- \$225 for secondary school students

### MORE INFORMATION

For more information about CSEF visit:

<https://www.education.vic.gov.au/about/programs/Pages/csef.aspx>

### HOW TO APPLY

New applicants should contact the school office to obtain a CSEF application form or download from the website below.

If you applied for CSEF at your child's school last year, you do not need to complete an application form this year unless there has been a change in your family circumstances.

You only need to complete an application form if any of the following changes have occurred:

- **new student enrolments;** your child has started or changed schools this year.
- **changed family circumstances;** such as a change of custody, change of name, concession card number, or new siblings commencing this year.

Check with the school office if you are unsure.



Our school gates are unlocked at 8.45am each morning to allow students to enter, the yard is not supervised before this time. Students can enter classrooms from 8.45am each day. The gates are again locked at 9.00am when the bell goes. The gates are unlocked again at 3.20pm and are locked by 3.45pm.

### **Helmets**

When riding a bike or scooter to or from school, all students **MUST** wear a helmet at all times.

### **Bikes and Scooters**

Helmets must be worn on the way to and from school. Bikes and scooters must also be **WALKED** (not ridden) once inside the school.

*Please note: bike and scooter storage is not completely secure. Unauthorised access via the external fences has occurred in the past. We highly recommend the use of a personal bike/scooter lock to avoid theft. The school takes no responsibility for the loss or damage of equipment stored on site.*

### **Kiss and Go**

Just a reminder to families that the Kiss & Go zone is a short-term stopping area where drivers are allowed to stop and park the vehicle for a **short time** – no longer than two minutes – while the student exits or enters the vehicle from the curbside doors. This enables students to walk between the car and the school, using the safety of the footpath.

### **Ball games before and after school**

To ensure everyone feels safe during the busy mornings and afternoons, ball games are not permitted during these times.

## **Classroom Cuisine 2023**

This is the current lunch menu from Classroom Cuisine. Lunch orders are delivered to NPS everyday, with the exception Tuesdays.

For our new families please note that this is an external lunch provider, all lunches are ordered online and orders should be placed by 8.30am.



Please Note: The "Canteen" function on Compass is not to order lunches, it is used primarily for our fundraisers.



**SERVICING NORTHCOTE PRIMARY SCHOOL**  
**AVAILABLE ON MONDAY, WEDNESDAY, THURSDAY & FRIDAY**  
**Order ONLINE until 8.30am on the DAY LUNCH IS REQUIRED**

### LUNCH ITEM ONE

#### SALADS

- Greek Style Salad with Feta and Olives (V, GF)
- Pic(k)nic Box – Vegetarian (V, GF)
- Pic(k)nic Box with Ham (GF)
- Pic(k)nic Box with a Whole Egg
- Falafel with Tabouli Salad (V,G/DF, H)
- Mexican Inspired Salad (V, GF)
- Tuna Mix with Brown Rice & Quinoa Cakes (V, GF)

#### SUSHI

- Teriyaki Chicken Hand Rolls (2)
- Cooked Tuna Hand Rolls (2)
- Avocado Hand Rolls (2)
- Cucumber Hand Rolls (2)
- Vegetarian Hand Rolls (2)
- Tofu Hand Rolls (2)

#### BAKERY

- Cheese and Bacon Roll
- Cheese and Vegemite Scroll (w/m)
- SCROLL with Ham & Cheese
- Semi Dried Tomato and Olive ROLL
- Topped with Only Cheese Roll
- GOZLEME - Lamb & Beef (H)
- GOZLEME - Spinach and Cheese (V, H)

#### BAKED FRESH PIZZAS

(Thin & Crisp, Served at room temp)

- Margherita Pizza
- Ham and Pineapple Pizza

#### SANDWICHES, ROLLS & WRAPS

- Turkey, Cranberry, Lettuce and Cheese Sandwich
- Gluten Free Ham & Cheese Sandwich (GF)
- Simple Salad Roll (V)
- Cucumber & Ham Sandwich (GF)
- Vegemite Sandwich (2)
- Mild Salami and Salad Roll
- Plain Cheese Sandwich (2)
- Roast Beef, Fruit Chutney, Cheese and Lettuce Roll
- Cheese and Salad Roll
- Wholegrain ROLL with Cheese and Tomato
- WRAP (GF, DF) Ham and Salad
- Wholegrain Ham and Cheese Sandwich
- Chicken MAYO and Lettuce Roll (H)
- Garden Salad Wrap (GF,DF,V)

### LUNCH ITEM TWO/THREE

#### FRESH FRUIT & VEG

- Freshly chopped strawberries with Grapes
- Fresh Fruit Combo
- Lightly Steamed Corn wheels & Broccoli pieces
- Celery & Carrot Sticks with Sultanas
- Chopped Carrot, Cucumber, Red & Yellow Capsicum
- Apple pieces with Lemon Juice, Cinnamon & Brown Sugar
- Chia Bowl with Banana, Coconut & Strawberries
- Sugar Snap Peas, Beans & Cherry Tomatoes
- Cantaloupe & Honeydew pieces
- Edamame (Lightly Salted)
- Cherry Tomatoes with Tasty Cheese & Rice Crackers
- Freshly chopped Orange Segments
- Whole Fruit – Banana OR Mandarin

#### YOGHURT

- Strawberry Chobani Yoghurt
- Blueberry Chobani Yoghurt
- Passionfruit Chobani Yoghurt
- Plain Chobani Yoghurt

#### BAKED GOODS

- Choc Chip Cookie
- Cornflake Cookie
- Finger Bun with Sprinkles
- Hedgehog Slice
- Choc Cup Cake (GF,DF)
- Blueberry Muffin
- Fruit Bun
- Jam Drop Biscuit (GF, NF, H)

#### DIPS & CRACKERS

- Tzatziki Dip with Rice Crackers
- Avocado Dip with Rice Crackers
- Spring Onion Dip with Rice Crackers

#### POPCORN/SNACKS

- Dried Fruit Medley with a Yoghurt Frog
- Popcorn - Lightly Salted
- Popcorn - Slightly Sweet, Lightly Salted
- Lightly salted Fav'va Beans
- Chickpeas with Lime & Black Pepper
- Balsamic & Sea Salt Fav'va Beans

#### DRINKS

- Apple Juice
- Orange Juice
- Full Cream Milk
- Nippy's Chocolate Milk
- Strawberry (Lactose Free) Milk
- So Good Soy Milk

**Healthy, Interesting & Affordable Lunches Delivered to School!**

**More information about Our Offering including**

**Pricing, Ingredients and Portion Size is available on the Our Menu Page at**

**[www.classroomcuisine.com.au](http://www.classroomcuisine.com.au)**

# Late Arrivals & Early Departures

If your child is late or you are collecting them early it is **essential** you do so through the front office. **All Students must be signed in and out** via the Compass Kiosk at the front desk.

For late arrivals a paper slip will print out when they are signed in, this slip is to be given to the teacher, so they know the student has signed in at the office.

Please note if you have put a Compass note in for a late arrival or early departure (for example you log on Compass that your child is being picked up at 1.30pm for a medical appointment) you do not need to sign them out via the Compass Kiosk at the office. However, **you still must come into the office to collect the student.**

The Department of Education requires a parent, carer, or listed emergency contact physically collect the child from the office when it is during school hours. This means we are **unable to allow students to leave on their own**, even if it has been logged on Compass. We understand this may be inconvenient at times so please contact the office on 9481 0009 and they will do their best to assist you.

Also, if you know of an early departure in advance, please inform the office and your child's teacher, so they are able to have the student waiting and ready for you to collect.



# 2023 First Aid Team

## Introducing the NPS 2023 First Aid Team

For our returning families there will be some familiar faces, and for our new families our first aid team is

- Donna Cassidy
- Caterina Carnovale

If your child becomes unwell one of our fantastic First Aid Officers will be tending to them and will be in contact with you if necessary.


The first aid office is located in front office (the other end to the front doors)

If your child is needing to be picked up, where possible we will organise their school bag and belongings and you can collect them from the front office 😊

## Action Plans


Parents and carers are reminded that if their child has anaphylaxis, allergies, or asthma that their child **MUST HAVE A CURRENT PLAN.**

**Red ASCIA Anaphylaxis Plan for use with EpiPen® adrenaline (epinephrine) autoinjectors** is attached below and must be prepared in colour, completed by your GP and have a current photo of your child attached to it.



ascia  
Allergy Society of Australia  
www.allergy.org.au

## ACTION PLAN FOR Anaphylaxis



For use with **EpiPen®** adrenaline (epinephrine) autoinjectors

Name: \_\_\_\_\_  
Date of birth: \_\_\_\_\_

Confirmed allergens: \_\_\_\_\_

Family/emergency contact name(s):  
1. \_\_\_\_\_  
Mobile Ph: \_\_\_\_\_  
2. \_\_\_\_\_  
Mobile Ph: \_\_\_\_\_

Plan prepared by doctor or nurse practitioner (opt): \_\_\_\_\_

The treating doctor or NP hereby authorises medications specified on this plan to be given according to the plan, as consented by the patient or parent/guardian.  
What this plan does not enable, review is recommended by GPs/MBS/NT.

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

**How to give EpiPen®**

1. Firm roll around EpiPen® and PULL OFF BLUE SAFETY RELEASE

2. Hold leg still and PLACE ORANGE END against outer mid thigh (with or without coating)

3. PUSH DOWN HARD until a click is heard on felt and hold in place for 3 seconds REMOVE EpiPen®

EpiPen® is prescribed as follows:  
• EpiPen® 1500 mcg for children 7.5-20kg  
• EpiPen® 300 mcg for children over 20kg and adults

**SIGNS OF MILD TO MODERATE ALLERGIC REACTION**

- Swelling of lips, face, eyes
- Tingling mouth
- Hives or welts
- Abdominal pain, vomiting - these are signs of anaphylaxis for insect allergy

**ACTION FOR MILD TO MODERATE ALLERGIC REACTION**

- For insect allergy - flick out sting if visible
- For tick allergy  seek medical help or  freeze tick and let it drop off
- Stay with person, call for help and locate adrenaline autoinjector
- Give antihistamine (if prescribed)
- Phone family/emergency contact


Mild to moderate allergic reactions (such as hives or swelling) may not always occur before anaphylaxis

WATCH FOR ANY ONE OF THE FOLLOWING SIGNS OF ANAPHYLAXIS (SEVERE ALLERGIC REACTION)

- Difficult or noisy breathing
- Difficulty talking or hoarse voice
- Swelling of tongue
- Persistent dizziness or collapse
- Swelling or tightness in throat
- Pale and floppy (young children)
- Wheeze or persistent cough

**ACTION FOR ANAPHYLAXIS**

- 1 LAY PERSON FLAT - do NOT allow them to stand or walk
- If unconscious or pregnant, place in recovery position
  - on left side if pregnant, as shown below
  - if breathing is difficult allow them to sit with legs outstretched
- Hold young children flat, not upright



- 2 GIVE ADRENALINE AUTOINJECTOR
- 3 Phone ambulance - 000 (AU) or 111 (NZ)
- 4 Phone family/emergency contact
- 5 Further adrenaline may be given if no response after 5 minutes
- 6 Transfer person to hospital for at least 4 hours of observation

IF IN DOUBT GIVE ADRENALINE AUTOINJECTOR

Commence CPR at any time if person is unresponsive and not breathing normally


ALWAYS GIVE ADRENALINE AUTOINJECTOR FIRST, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has SUDDEN BREATHING DIFFICULTY (including wheeze, persistent cough or hoarse voice) even if there are no skin symptoms  
Asthma reliever medication prescribed:  Y  N

Note: If adrenaline is accidentally injected (e.g. into a thumb) phone your local poisons information centre. Continue to follow this action plan for the person with the allergic reaction.

© ASCIA 2021 This plan was developed as a medical document that can only be completed and signed by the patient's doctor or nurse practitioner and cannot be altered without their permission.


Anaphylaxis EpiPen Plan Template.pdf

**Red ASCIA Anaphylaxis Plan for use with Anapen® adrenaline (epinephrine) autoinjectors** is attached below and must be prepared in colour, completed by your GP and have a current photo of your child attached to it.



ascia  
Allergy Society of Australia  
www.allergy.org.au

## ACTION PLAN FOR Anaphylaxis



For use with **Anapen®** adrenaline (epinephrine) autoinjectors

Name: \_\_\_\_\_  
Date of birth: \_\_\_\_\_

Confirmed allergens: \_\_\_\_\_

Family/emergency contact name(s):  
1. \_\_\_\_\_  
Mobile Ph: \_\_\_\_\_  
2. \_\_\_\_\_  
Mobile Ph: \_\_\_\_\_

Plan prepared by doctor or nurse practitioner (opt): \_\_\_\_\_

The treating doctor or NP hereby authorises medications specified on this plan to be given according to the plan, as consented by the patient or parent/guardian.  
What this plan does not enable, review is recommended by GPs/MBS/NT.

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

**How to give Anapen®**

1. PULL OFF BLACK NEEDLE SHIELD

2. PULL OFF GREY SAFETY CAP from red button

3. PLACE NEEDLE END against outer mid-thigh at 90° angle (with or without coating)

4. PRESS RED BUTTON for 30 seconds REMOVE Anapen®

Anapen® is prescribed as follows:  
• Anapen® 150 Junior for children 7.5-20kg  
• Anapen® 300 for children over 20kg and adults  
• Anapen® 500 for children and adults over 50kg

**SIGNS OF MILD TO MODERATE ALLERGIC REACTION**

- Swelling of lips, face, eyes
- Tingling mouth
- Hives or welts
- Abdominal pain, vomiting - these are signs of anaphylaxis for insect allergy

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- Difficult or noisy breathing
- Difficulty talking or hoarse voice
- Swelling of tongue
- Persistent dizziness or collapse
- Swelling or tightness in throat
- Pale and floppy (young children)
- Wheeze or persistent cough

**ACTION FOR ANAPHYLAXIS**

- 1 LAY PERSON FLAT - do NOT allow them to stand or walk
- If unconscious or pregnant, place in recovery position
  - on left side if pregnant, as shown below
  - if breathing is difficult allow them to sit with legs outstretched
- Hold young children flat, not upright



- 2 GIVE ADRENALINE AUTOINJECTOR
- 3 Phone ambulance - 000 (AU) or 111 (NZ)
- 4 Phone family/emergency contact
- 5 Further adrenaline may be given if no response after 5 minutes
- 6 Transfer person to hospital for at least 4 hours of observation

IF IN DOUBT GIVE ADRENALINE AUTOINJECTOR

Commence CPR at any time if person is unresponsive and not breathing normally

ALWAYS GIVE ADRENALINE AUTOINJECTOR FIRST, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has SUDDEN BREATHING DIFFICULTY (including wheeze, persistent cough or hoarse voice) even if there are no skin symptoms  
Asthma reliever medication prescribed:  Y  N

Note: If adrenaline is accidentally injected (e.g. into a thumb) phone your local poisons information centre. Continue to follow this action plan for the person with the allergic reaction.

© ASCIA 2021 This plan was developed as a medical document that can only be completed and signed by the patient's doctor or nurse practitioner and cannot be altered without their permission.

**Blue Asthma Australia School Action Plan** is attached below and must be prepared in colour, completed by your GP and have a current photo of your child attached to it. If your child has Ventolin at school, they must have an Asthma Action Plan.

FOR USE WITH PUFFER AND SPACER

## ASTHMA ACTION PLAN

**VICTORIAN SCHOOLS**


Student's name: \_\_\_\_\_

DOB: \_\_\_\_\_

Confirmed triggers: \_\_\_\_\_

\_\_\_\_\_

PHOTO

 **ASTHMA AUSTRALIA**

Child can self-administer if well enough

Child needs to pre-medicate prior to exercise

Face mask needed with spacer

**ALWAYS give adrenaline autoinjector FIRST, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has SUDDEN BREATHING DIFFICULTY** (including wheezs, persistent cough or hoarse voice) even if there are no skin symptoms.

Adrenaline autoinjector prescribed:  Y  N Type of adrenaline autoinjector: \_\_\_\_\_

**ASTHMA FIRST AID**


**For Severe or Life-Threatening signs and symptoms, call for emergency assistance immediately on Triple Zero "000"**

Mild to moderate symptoms do not always present before severe or life-threatening symptoms

1. Sit the person upright  
Stay with the person and be calm and reassuring
2. Give \_\_\_\_\_ separate puffs of Airomir, Asmol or Ventolin  
Shake the puffer before each puff  
Puff 1 puff into the spacer at a time  
Take 4 breaths from spacer between each puff
3. Wait 4 minutes  
If there is no improvement, repeat step 2
4. If there is still no improvement call emergency assistance  
Dial Triple Zero "000"  
Say 'ambulance' and that someone is having an asthma attack  
Keep giving \_\_\_\_\_ puffs every 4 minutes until emergency assistance arrives  
**Commence CPR at any time if person is unresponsive and not breathing normally.**

Blue/grey reliever medication is unlikely to harm, even if the person does not have asthma.

SIGNS AND SYMPTOMS	MILD TO MODERATE	SEVERE	LIFE-THREATENING
<p>Emergency contact name: _____</p> <p>Work ph: _____</p> <p>Home ph: _____</p> <p>Mobile ph: _____</p>	<p>Plan prepared by Dr or Nurse Practitioner</p> <p><small>Health professionals should refer to the plan to determine whether to refer</small></p> <p>Signed: _____</p> <p>Date prepared: _____</p> <p>Date of next review: _____</p>	<p>• Minor difficulty breathing</p> <p>• May have a cough</p> <p>• May have a wheeze</p> <p>• Other signs to look for:</p>	<p>• Cannot speak a full sentence</p> <p>• Sitting hunched forward</p> <p>• Tugging in of skin over chest/throat</p> <p>• May have a cough or wheeze</p> <p>• Obvious difficulty breathing</p> <p>• Lethargic</p> <p>• See lumpy (young children)</p>



- Assemble spacer.
- Remove cap from puffer.
- Shake puffer well.
- Attach puffer to end of spacer.


- Place mouthpiece of spacer in mouth and ensure lips seal around it.
- Breathe out gently into the spacer.
- Press down on puffer canister once to fire medication into spacer.
- Breathe in and out normally for 4 breaths (keeping your mouth on the spacer).

1800 ASTHMA (1800 278 462) | asthma.org.au

© Asthma Australia August 2020. This plan was developed as a medical document that can only be completed and signed by the patient's treating medical doctor or nurse practitioner and cannot be altered without their permission.

**Green ASCIA Allergic Reaction Plan** is attached below and must be prepared in colour, completed by your GP and have a current photo of your child attached to it.





ascia  
australian society of clinical immunology and allergy  
www.allergy.org.au

**ACTION PLAN FOR**  
**Allergic Reactions**

---

Name: \_\_\_\_\_  
Date of birth: \_\_\_\_\_

Confirmed allergens: \_\_\_\_\_

Family/emergency contact name(s):  
1. \_\_\_\_\_  
Mobile Ph: \_\_\_\_\_  
2. \_\_\_\_\_  
Mobile Ph: \_\_\_\_\_  
Plan prepared by doctor or nurse practitioner (np): \_\_\_\_\_

The treating doctor or np hereby authorises medications specified on this plan to be given according to the plan, as consented by the patient or parent/guardian, including use of adrenaline if available.  
Whilst this plan does not expire, review is recommended by DOHMS, NY.

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

Note: This ASCIA Action Plan for Allergic Reactions is for people who have allergies but do not have a prescribed adrenaline (epinephrine) injector. For instructions refer to the device label or the ASCIA website www.allergy.org.au/anaphylaxis

Adrenaline injectors are given as follows:

- 150 mcg for children 7.5-20kg
- 300 mcg for children over 20kg and adults
- 300 mcg or 500 mcg for children and adults over 50kg

Note: If adrenaline is accidentally injected (e.g. into a thumb) phone your local poisons information centre. Continue to follow this action plan for the person with the allergic reaction.

**SIGNS OF MILD TO MODERATE ALLERGIC REACTION**

- Swelling of lips, face, eyes
- Tingling mouth
- Hives or welts
- Abdominal pain, vomiting - these are signs of anaphylaxis for insect allergy

**ACTION FOR MILD TO MODERATE ALLERGIC REACTION**

- For insect allergy - flick out sting if visible
- For tick allergy  seek medical help or  freeze tick and let it drop off
- Stay with person and call for help
- Give antihistamine (if prescribed) \_\_\_\_\_
- Phone family/emergency contact






Mild to moderate allergic reactions (such as hives or swelling) may not always occur before anaphylaxis

**WATCH FOR ANY ONE OF THE FOLLOWING SIGNS OF ANAPHYLAXIS (SEVERE ALLERGIC REACTION)**

- Difficult or noisy breathing
- Difficulty talking or hoarse voice
- Swelling of tongue
- Persistent dizziness or collapse
- Swelling or tightness in throat
- Pale and floppy (young children)
- Wheeze or persistent cough

**ACTION FOR ANAPHYLAXIS**


- 1 LAY PERSON FLAT - do NOT allow them to stand or walk
  - If unconscious or pregnant, place in recovery position - on left side if pregnant, as shown below
  - If breathing is difficult allow them to sit with legs outstretched
  - Hold young children flat, not upright

- 2 GIVE ADRENALINE INJECTOR IF AVAILABLE
- 3 Phone ambulance - 000 (AU) or 111 (NZ)
- 4 Phone family/emergency contact
- 5 Transfer person to hospital for at least 4 hours of observation

**IF IN DOUBT GIVE ADRENALINE INJECTOR**  
Commence CPR at any time if person is unresponsive and not breathing normally

**ALWAYS GIVE ADRENALINE INJECTOR FIRST, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has SUDDEN BREATHING DIFFICULTY (including wheeze, persistent cough or hoarse voice) even if there are no skin symptoms**  
Asthma reliever medication prescribed:  Y  N

 Allergy Plan Template.pdf

All plans **must be updated annually**, one of our first aid team will contact you when your child's plan is approaching expiration.

## NPS Medication Authority Form

Parents **must provide all necessary medications** to be administered in the event of an emergency.

Medications will be administered by one of our trained First Aid Team members. All medication is to be stored in the First Aid Room, NOT in the student's bag or classroom.

Any medication being stored at/administered on school grounds requires a NPS 2023 Medication Authority Form. These forms are to be **updated at the start of each year** (even if there has been no change to medications). These can be filled out by parents/carers or by a GP.

This form **must** be filled out regardless of a student having a medical plan.

It must also be filled out for ongoing medication as well as temporary (for example, this form is required if a student is unwell and needs to be administered a course of antibiotics during school hours, as well as if a student requires a hay fever tablet only when symptoms arise).



**Northcote**  
Primary School

**2023**

**Medication Authority Form**  
for a student who requires medication whilst at school

Name of School: Northcote Primary School  
Student's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Please Note: wherever possible, medication should be scheduled outside the school hours, e.g. medication required three times a day is generally not required during a school day: it can be taken before and after school and before bed.

Medication required:					
Reason for Medication/s	Name of Medication/s	Dosage (amount)	Time/s to be taken	How it's taken (e.g. orally/topical/injection)	Dates
					Expiry Date: / / <input type="checkbox"/> Ongoing medication <input type="checkbox"/> Temporary medication
					Expiry Date: / / <input type="checkbox"/> Ongoing medication <input type="checkbox"/> Temporary medication
					Expiry Date: / / <input type="checkbox"/> Ongoing medication <input type="checkbox"/> Temporary medication
					Expiry Date: / / <input type="checkbox"/> Ongoing medication <input type="checkbox"/> Temporary medication

**Medication Storage**  
Please indicate if there are specific storage instructions for the medication:

\_\_\_\_\_

**Medication delivered to the school**

Please ensure that medication delivered to the school:  
 Is in its original packaging  
 The pharmacy label matches the information included in this form.

**Self-management of medication**

Students in the early years will generally need supervision of their medication and other aspects of health care management. In line with their age and stage of development and capabilities, older students can take responsibility for their own health care. Self-management should follow agreement by the student and their parents/carers, the school and the student's medical/health practitioner.  
Please advise if this person's condition creates any difficulties with self-management, for example, difficulty remembering to take medication at a specified time or difficulties coordinating equipment:

\_\_\_\_\_

**Monitoring effects of Medication**

Please note: School staff do not monitor the effects of medication and will seek emergency medical assistance if concerned about a student's behaviour following medication.

Privacy Statement:  
The school collects personal information so as the school can plan and support the health care needs of the student. Without the provision of this information the quality of the health support provided may be affected. The information may be disclosed to relevant school staff and appropriate medical personnel, including those engaged in providing health support as well as emergency personnel, where appropriate, or where authorised or required by another law. You are able to request access to the personal information that we hold about your child and to request that it be corrected. Please contact the school directly or POC Unit on 94372676.

**Authorisation:**

**Name of Medical/health practitioner:**

Professional Role: \_\_\_\_\_ Contact details: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Name of Parent/Carer:**

Contact details: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*If additional advice is required, please attach it to this form



Medication Authority Form.pdf

Copies of all forms can be found in the links on this page, alternatively printed copies of all forms can be collected from Donna in the front office.

## Duty of Care

All NPS staff have a duty of care to our students – if we cannot establish contact with a parent/carer or emergency contact, an ambulance will be called if deemed necessary. Please ensure you make every attempt to be contactable during school hours, have voicemail set up on your phone and that your emergency contact details stored at the office are up to date.

