**Elphinstone Primary School**

**www.elphinstoneps.vic.edu.au 26 Wright St 03 5473 3285**

 **WE CARE FOR – SELF – OTHERS – ENVIRONMENT**

**FOR YOUR INFORMATION**

**Staff**

Principal / Teacher Mr Brendan Stewart

Classroom Teacher Mrs Pam Rollinson

Classroom Teacher Jamie-Lee Saunders

Tutor/PE Teacher Trinity Mawson

Business Manager Jacinta Deane (Thurs)

Education Support Nicole Dubbeld

**Specialist**

Marc Van (Library) Jocelyn Russell

Art – Katie Jacobs

Music - Scott Sanders

Chess - Mr Alan Isaacs

**New Enrolments**

Parents/Guardians will need to provide to the school:

• Copy of Birth Certificate

• Immunisation Status Certificate

• Enrolment form completed

• Medical Information

 **School Fees**

To assist with the running of the school the school council will set an amount per child per annum in the form of School Fees to provide students with pens, pencils, exercise books, workbooks and other essential items. Fees for the school year will be published in the newsletter at the start of the school year.

Timetable

Commencement 9.00 am

(Note: Children not to arrive prior to 8:30 am)

Morning Recess 11.00 am

End Recess 11.30 am

Lunch 1.00 pm

End Lunch 2.00 pm

School Finish 3.30 pm

**Newsletter**

A newsletter is published fortnightly on a Thursday.

This contains both school and community news.

**Phone App**

We use Compass phone App to keep parents up to date with what’s happening at our school. Please contact the school to obtain you login details.

**Special Lunch Days**

Special lunches are provided throughout each Term. This is provided by parent volunteers and details are provided in the newsletter.

**School Camps** Grade 3 – 6 Students attend Camp with other local small schools. Please see newsletter for more up to date information.

**Conveyance**

To be eligible to receive a conveyance allowance, a student must: • be aged between five years (by 30 April in the year that the allowance is sought) and twenty-one years • live more than 4.8 km by the shortest practicable route from the nearest school attended, or 4.8 km radial distance from the nearest school.

Camps, Sports and Excursion Fund The Camps, Sports and Excursions Fund (CSEF) provides payments for eligible students to attend activities like:

•school camps or trips •swimming and school-organised sport programs •outdoor education programs •excursions and incursions.

Who can apply?

Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. Please ask at the office for more information and application form.

**Uniform**

Available at the school please see staff.

Expectations:

Short sleeve polo with school logo, Polo fleece jumper with school logo, School Dress – green and white checked, Black shorts, track pants or skort

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