‘Be Co-operative’

5 / 6 Twenty/20 Cricket

Mr Epps and a group of students attended the Twenty20 Cricket tournament on Tuesday. A fun time was had by all. Please see inserts/photos.

Combined Learning Community

Our new community is starting to gel. We have teachers, students and parents working together to re-engage students. We are working to re-establish clear expectations for all; ultimately to reach everyone’s full potential together. I encourage all parents/carers to make appointments with me and actively contribute to this Community. We value your thoughts and need your input.

Student Support Group Meetings (SSG’s)

Parents will be contacted next week to attend a Student Support Group Meeting in the upcoming weeks of this term.

Prep Enrolments for 2017

It’s that time again... please contact the school if you have children to enrol for next year and if you know of other families that have potential enrolments encourage them to contact the school as soon as possible.

Essential Education Items / Fees or 2017

School Council has endorsed a revised fee structure for 2017. Notes will be coming home in the near future providing the information for families to refer to.

A book list will define a stationary pack required for every student for purchase. Local companies have worked with us to provide the best deal possible.

Book packs will be at a cost of $70.00 and online subscriptions $30.00 totalling $100.00 per student. As there are no discounts for additional siblings School Council has decided to provide financial subsidies for families who choose to participate in the swimming program.

Payment Options:

Payment may be made by cash or via the school’s EFTPOS facility on ‘Ready to Learn’ day.

Centrepay will be available in 2017.
Remembrance Day!
We have poppies, badges and bands for sale in the office.
They range in price from 50 cents to $5.

Hats
As we are a sun smart school hats are required to be worn from September the 1st.
Please ensure your child has a bucket hat for playtimes.

Halloween Disco
**When:** Monday 31st October (2nd break)
Come dressed up.
Entry by gold coin donation.
Parent helpers needed. Please see Toni Hicks.

Prep Orientation Program
**Dates**
- Tues 22\textsuperscript{nd} November 9 - 10am
- Tues 29\textsuperscript{th} November 9 - 10:30am
- Tues 6\textsuperscript{th} December 9 - 11:30am

PBS Focus for term 4
This term we are looking at our school value of **CO-OPERATION**
This week we will focus on **Listening to others**. This includes doing whole body listening – i.e. looking at the person who is talking, listening to the person talking and standing/sitting still with hands in your lap/by your side, acknowledging what others are saying, answering questions or acting on instructions and taking turns to talk.

Staff will be looking for students showing **listening to others** and giving them Gold Cards they can use at our Exchange. Students will continue to get Gold Cards for continuing to show respect for our environment, respect for others and respect for property.

It would be great if you could praise your child/children for doing the same at home.

**Grade 1 and 2**
Grades one and two have been doing a lot of fun work in numeracy this term, focusing on place value as well as mass, capacity and volume.
Lightning Reef PS
Medication Policy

Rationale:
- Teachers and schools are often asked by parents to administer medication for their children while at school. It is important that such requests are managed in a manner that is appropriate, ensures the safety of students, and fulfills the duty of care of staff.

Aims:
- To ensure the medications are administered appropriately to students in our care.

Implementation:
- Students who are unwell should not attend school.
- Teachers and Education Support Staff are responsible for administering specified medications to students whilst at school.
- All parent requests for staff to administer specified medications to their child must be in writing on the Medication Request Form and must be supported by specific written instructions from the parent, medical practitioner or pharmacist's including the name of the student, dosage and time to be administered.
- All verbal requests for students to be administered specified medications whilst at school must be directed to the classroom teacher, who in turn, will refer the matter to the Principal/Assistant Principal/First Aid Officer. Parents/carers maybe contacted to provide further clarification.
- All medication must be provided in the original pharmacy packaging and be clearly labelled with the student’s name, the dosage required and the instructions for administering the medication. Measuring equipment and applicators (syringes etc.) must be provided or packaging must be approved by the Principal, Assistant Principal or First Aid Officer.
- Student’s medication and associated details will be stored in a clearly labelled container/pack and stored in the locked First Aid drawer/cupboard in the First Aid Cupboard in the locked storeroom.
- Medications requiring refrigeration are to be stored in a locked box inside the fridge.
- When medication is administered to a student, the date and time must be recorded on the Student Medication Record and signed by a teacher and another staff member.
- All completed Medication Request Forms and Student Medication Records will be kept and recorded in the student’s personal file.
- Students involved in school camps or excursions will be discreetly administered prescribed medications by the teacher/educational support staff in a manner consistent with the above procedures.
- Parents/carers are responsible for notifying the school in writing of any changes to their child’s medication.

Review

<table>
<thead>
<tr>
<th>Date Implemented</th>
<th>20/10/2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>Joanne Ryan</td>
</tr>
<tr>
<td>Approved By</td>
<td>Consultative, School Council</td>
</tr>
<tr>
<td>Approval Authority (signature &amp; date)</td>
<td></td>
</tr>
<tr>
<td>Date reviewed</td>
<td></td>
</tr>
<tr>
<td>Responsible for Review</td>
<td>Assistant Principal</td>
</tr>
<tr>
<td>Review date</td>
<td>20/10/2019</td>
</tr>
<tr>
<td>References</td>
<td></td>
</tr>
</tbody>
</table>
Appendix B

School - Medication Authority Form

Medication Authority Form
For a student who requires medication whilst at school

- This form should be completed ideally by the student's medical/health practitioner, for all medication to be administered at school. For those students with asthma, an Asthma Foundation's School Asthma Action Plan should be completed instead. For those students with anaphylaxis, an ASCIA Action Plan for Anaphylaxis should be completed instead. These forms are available from: DEFCD Health Support Planning Policy

Please only complete those sections in this form which are relevant to the student's health support needs.

<table>
<thead>
<tr>
<th>MEDICATION REQUIRED</th>
<th>Dosage (amount)</th>
<th>Time(s) to be taken</th>
<th>How is it to be taken? (e.g.: orally/topical/injection)</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Medication/s</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MEDICATION STORAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please indicate if there are specific storage instructions for the medication:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MEDICATION DELIVERED TO THE SCHOOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please ensure that medication delivered to the school:</td>
</tr>
<tr>
<td>□ Is in its original package</td>
</tr>
<tr>
<td>□ The pharmacy label matches the information included in this form</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SELF-MANAGEMENT OF MEDICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>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 his or her parents/carers, the school and the student's medical/health practitioner.</td>
</tr>
<tr>
<td>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:</td>
</tr>
</tbody>
</table>

D:\Users\08557987\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\M6T32UJW\Medication Policy 2016.docx
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 you/your child and to request that it be corrected. Please contact the school directly or FOI Unit on (03) 9637 2670.

AUTHORISATION

<table>
<thead>
<tr>
<th>Name of Medical/Health Practitioner:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Role:</td>
</tr>
<tr>
<td>Signature:</td>
</tr>
<tr>
<td>Date:</td>
</tr>
<tr>
<td>Contact Details:</td>
</tr>
</tbody>
</table>

PARENT/CARER OR ADULT/INDEPENDENT STUDENT** AUTHORISATION

<table>
<thead>
<tr>
<th>Name of Parent/Carer or adult/Independent student**:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature:</td>
</tr>
<tr>
<td>Date:</td>
</tr>
</tbody>
</table>

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

**Please note: Adult student is a student who is eighteen years of age and older. Independent student is a student under the age of eighteen years and living separately and independently from parents/guardians (see Victorian Government Schools Reference Guide 4.6.14.5).
Don’t forget to check our lost property tub which is currently overflowing! Located in the Gym foyer

Could any spare uniforms, borrowed from school be promptly returned as our stocks are running very low

GRADE 6 NEWS

PUBERTY PROGRAM

The Puberty Program for all grade 6 students begins on Friday 4th November

This will be being conducted by Leona Evans, a qualified school nurse.

This will go for 3 sessions

Permission notes have been sent out and need to be returned by Thursday 3rd November

Any questions, please see Kellie Parsons

GRADUATION DINNER

Our Grade 6 Graduation Dinner will be on Monday 5th December at 6pm

This will be held at the Bendigo RSL

The cost of this is $25 per head.

Notes with further information have been sent home to all Grade 6 students.

All money is due back to school on Friday 25th November.

NO EXTENSIONS CAN BE MADE DUE TO CATERING PURPOSES

Any questions, please see Kellie Parsons

Walk to School in October
LAST WEEK!!
This October, our school is participating in VicHealth’s Walk to School program, a month long activity that encourages children to walk, ride or scoot to and from school every day.
A word from Miss Ryan.

Do you know something to celebrate or acknowledge in our school community? If so, please contact me either personally, via the office, a phone call or email at lightning.reef.ps@edumail.vic.gov.au and let me to add it to the newsletter.

We won!..... Lightning Reef Primary School was awarded first prize for best school exhibit today.

Today, we welcome Sue Baeck back to school to formally farewell her with a Retirement Afternoon Tea - both current and former staff will come together to celebrate her outstanding contribution to the Department of Education and Training Victoria. In her seventeen years as a highly regarded teacher at Bendigo North and Lightning Reef, Sue taught well over 300 Prep Students! On behalf of our school community we sincerely thank Sue for her service and wish her and her husband a wonderful retirement together!

At the other end of her career, Meg West has completed her VIT Full registration. The process which all graduates undertake in their first two years of service is a very rigorous process with many additional hours of work. Congratulations Mrs West!

Ryan Miller in Prep Ballard is a very proud big brother, welcoming Hudson Paul to his family this week. Ryan is quite worn out after helping Mum, Sarah, and Dad Josh, take care of the new baby!

Happy Birthday!
Happy Birthday to Kirsty A-H, Dakota B, Lar Say P and Gianne J-W.
We hope you have a wonderful day!
Calendar of events:

November 7 - Assembly - Run by Specialist, 2.45pm
November 9 - Iron & Clay Performance
November 10 – 3/4 Excursion
November 17 - 20 - Energy Breakthrough, Maryborough
November 21 - Assembly - Run by Prep/1, 2.45pm

December 1 - Pupil Free Day
December 5 - Assembly - Run by grade 1/2, 2.45pm
December 5 - Grade 6 Graduation 6pm
December 20 - Assembly - Farewell, 2pm

Last day of term 2:15pm finish.