



Cowwarr Primary School Newsletter

Respect | Responsibility | Resilience | Self belief

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TEAM: 'Together' We Achieve More

It's the end of week 4 already. Where is this term going?

I had a phone call recently from one of the organisers of the Heyfield Timber Festival who complemented our student's artwork, which we submitted in their display. This year's theme was 'What I love about living in Cowwarr/Heyfield'. My heart was filled with happiness after this phone call as the person shared that some of the artwork from our students physically brought her to tears. I cannot think of a higher compliment for our students. We care about where we live and love where we live.

There is something special about our school that makes us unique and makes us want to come to school each day. I feel it is hard to put into words what this 'something special' is. I personally think it is more of a feeling, a feeling of belonging, acceptance, care, and understanding. We are unique and most importantly, we are a TEAM! We have been achieving and celebrating so many things, together, over the last few weeks. From our recent group efforts at the Rural Cluster Swimming Carnival, our accomplishments in our personal lives, to our individual achievements in the classroom and out in the yard; we are achieving great things that we all should be proud of!

Let us remember that 'Together Everyone Achieves More'.



Students and staff at Cowwarr Primary School acknowledge the Gunai Kurnai people. We pay our respects to their Elders past, present and emerging.

Our school is highly protective of our children and adheres to the Government Child Safety guidelines

CALENDAR 2024

TERM 1

FEBRUARY

MARCH

Fri 1st	ASH timber mill tour
Wed 6th	Wellington Div Swimming
Mon 11th	Labour Day Public Holiday
Thur 14th	School Council AGM 7pm
Wed 20th	Yr 7, 2025 Sale College information evening
Thur 28th	Last day term 1

TERM 2

APRIL

Mon 15th	First day term 2
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School Times

We are not only dedicated to learning, but we also value providing a safe environment for all members of the Cowwarr Team. **2 staff members are required to be onsite for the safe supervision of students.** Majority of our staff are not required to be at school until 8.30am each day.

We kindly request that students **do not arrive, or enter the school grounds, earlier than this start time.** We are a dedicated team who are committed to collaborating, planning, preparing, and improving the learning of our young people. This is quality time for all staff that occurs outside of official school times.



START: Breakfast Club is open and available to all students from **8.30am** each day.

FINISH: Our day concludes at **3.00pm.**

Naplan 2024

It is approaching that time of the term for our grade 3 and grade 5 students to participate in Naplan. Over the coming weeks the students will be learning about the Naplan testing platform and practising how to navigate the assessments and questions. For those who are not sure what Naplan is, it is a National Assessment Program – Literacy and Numeracy. It is a literacy and numeracy assessment that students in year 3, 5, 7, and 9 sit each year. It is the only national assessment all students have the opportunity to undertake.

We are supportive of all students sitting this assessment. Please see attached information for parents/guardians about Naplan. If you have any questions or concerns, please contact me so we can discuss your queries.

Cowwarr's Naplan Schedule

Wednesday 13 th March:	Writing
Thursday 14 th March:	Reading & Language Conventions
Friday 15 th March:	Numeracy
Monday 18 th March:	Catch-up sessions

Wednesday 6th March – final day for exemptions (parent choice regarding their child's participation in this assessment)

Parent/Teacher Interviews

Parent-Teacher interviews will be taken place over 2 nights, Monday 26th and Tuesday 27th. This is an opportunity to meet the teacher and discuss your child/ren and their achievements and goals for school. These are not compulsory, but as we know, learning is a Team effort! If these days and times do not suit, please reach out to your teacher to make another time.

Year 6 Students

At assembly this week, Ruby and Lachlan were presented with their 'School Captain' badges. This is a significant moment for our young people as it symbolises the importance of this position and the title of the school leader.

All our year 6 students were given their official year 6 school tops and school jackets at this week's assembly as well. They were all very excited to put on their new tops and jackets.

Thank you to Mrs. Bassett and Sam for your time and efforts in organising these special items for the year 6 students.



Rural Cluster Swimming Carnival

What a fabulous day we had on Thursday for our swimming carnival. We were blessed with the weather and regardless of if we were competing in races, or participating in the non-competitive activities, we all got in the water and gave our best efforts. "We are so proud of the team and witnessed some impressive behaviours from our students" (Miss Marg.).

The staff were proud to wear the Cowwarr uniform and belong to this amazing TEAM. Both competitors and non-competitors put in a fabulous effort on the day and as a result, Cowwarr placed 2nd overall. Congratulations to the Cowwarr Team!!

Some words from the Team:

Atticus: "I think the activities were fun and to have the free swim to tow Fezz around was good".

Fezz: "I enjoyed seeing the ducks splash around in the water"

Chase "I loved doing the whirl pool and being towed around by Lachlan"

Lachie: "I liked it, we are a small school but we still got second, really close to first. And we only have a few swimmers".

Congratulations to our competitors. Each of our students who competed in the swimming events, placed, and received a ribbon.

Congratulations to our place getters:

50 m 12/13 years

Freestyle

1st Mackenzie

2nd Ruby

Backstroke

1st Ruby

2nd Mackenzie

Breaststroke

1st Mackenzie

2nd Ruby

Butterfly

1st Mackenzie

2nd Ruby

25m 12/13 years

Freestyle

3rd Aleah

Backstroke

1st Chloe

Breaststroke

2nd Aleah

25m 12/13 years

Freestyle

2nd April

Backstroke

3rd April

Breaststroke

3rd April

Congratulations to Mackenzie

who received
Age Champion for the
girls 12/13-year-olds.



Tuesday's Activities

It was awesome to see our students take home their bird boxes that they worked hard on. Woodwork is not always for everyone, but it's exciting to see a finished product and know that we made it! The sausage rolls were a hit and students did a fabulous job in the kitchen, cooking, and cleaning. The school puzzle is beginning to take some shape. It's testing some of our patience, but that's the goal. It will be tremendously exciting once it is finished, knowing that everyone across the school has contributed. It was very hot last week, so gardening took place inside. Miss. Marg and the students made their own self watering pots and planted chilli seeds. We look forward to adding a bit of spice to our lives.

If you are free Tuesday afternoons, come down and join us as we build, make, and create!



Policies for Medication Administration

The school is currently undergoing a review of its policies as it works towards attaining the Minimum Standards for Registration. As part of this process, one of the first policies reviewed is the Medication Policy. As a school, we are not permitted to administer any analgesics (Panadol, Nurofen, pain relief, etc.) to students. If your child requires pain relief (analgesic), the policy states that this type of medication is not to be administered at school, as it may mask illnesses/conditions.

Here at Cowwarr, your child's/ren's safety and wellbeing is our priority. If your child requires any form of analgesics, the school is not permitted to administer this medication without a signed (doctor) medication administration form.

Please find attached our Medication Policy. If you require and further information or wish to discuss any concerns, please do not hesitate in reaching out to us.



School Council

School Council is made up of 2 staff, 5 parents and 1 community member. Council approves all financial operations of the school, approves the pupil free days, fundraising, and day to day running of the school.

Meetings are held twice a term on a Thursday at 7pm.

Nominations are now open for school council. We have the following positions available.

- 3 parent positions, each 2 year tenure
-


Nomination forms due by Friday 1st March.



Camps 2024

3/4 Woorabina Camp 5– 7 June
5/6 Melbourne Camp 31 July—2 August

RESPECT ACHIEVEMENT BELONGING






SALE COLLEGE

Every student will learn, achieve and succeed

2025 Information Night

Sale College invites all prospective families to our 2025 Information Night on **Wednesday the 20th of March.**

YEAR 7 2025
INFORMATION SESSION
 4pm-5pm–School Tours
 5pm-5.30pm–Information Session in the Guthridge Campus Open Learning Centre.






2025 SELECT ENTRY ACCELERATED LEARNING INFORMATION SESSION
 From 5.30pm in the Guthridge Campus Open Learning Centre.

Seal of the Victorian Academy of Accredited Schools

For more information visit our website:
www.salecollege.vic.edu.au
 Or phone 51443711 or 51441711

Macalister Campus:
 Corner of York and Macalister Street SALE Vic 3850
 Guthridge Campus:
 279-295 Guthridge Parade SALE Vic 3850



SEAL Application 2024 Timeline for Year 7 in 2025

- **Wednesday 20th March** – SEAL Parent Information Night from 5:30pm in the OLC at Guthridge after 2025 Information night
- **Friday 19th April** – SEAL Application due to Sale College
- **Monday 13th May**– SEAL Exam 9:00am – 11:30am at Guthridge Campus
- **Starting Tuesday 14th May** – Interview process for applicants and parents (maximum of 3 weeks).
- Offers will be posted to successful applicants **After the Monarchs Birthday Public Holiday.**

The Hat Quest

Today we had a TEAM discussion about the “No Hat, No Play” policy.

At the start of the year, we made sure that **every** student had their own hat with their name on it. After only 4 weeks at school there have been many students borrowing hats and using spare hats from school as they have misplaced theirs. Many of our spare hats have also gone missing.

We will now be enforcing the “No Hat, No Play” policy and students without hats will have to stay inside at recess and lunchtime. Technology will not be used during this time.

This is not a punishment, it is for the safety of students and is a government guideline for us all to follow.

Please search your homes for the elusive school hat. If required, a new hat can be purchased for \$10 from the office.

Hats are to be stored in the hat tub in the classrooms for quick and easy access at all times.

Miss Marg



CONGRATULATIONS

Sam for the only person to answer Miss Marg's question in last fortnights newsletter.

Pop in to see Miss Marg for your lolly



COME AND TRY
Baseball at Stephenson Park,
Guthridge Parade, Sale.

When?
Wednesday March 6th.

Juniors (16 and under): 4.30pm
Seniors: 6pm
BBQ dinner provided



Switch off & Store

Having your mobile phone away during school hours can improve your focus and reduce unnecessary distractions.



Exceptions can be granted by the Principal, or by the teacher for that class, in accordance with our school's Mobile Phones policy. This may include health and wellbeing-related exceptions, and exceptions related to managing risk when students are offsite.

vic.gov.au/mobile-phones-schools

THE EDUCATION STATE | **VICTORIA** Department of Education

NAPLAN

Information for parents and carers

2024

Why do students do NAPLAN?

The National Assessment Program – Literacy and Numeracy (NAPLAN) is a literacy and numeracy assessment that students in Years 3, 5, 7 and 9 sit each year. It is the only national assessment all Australian students have the opportunity to undertake.

As students progress through their school years, it is important to check how well they are learning the essential skills of reading, writing and numeracy.

NAPLAN assesses the literacy and numeracy skills that students are learning through the school curriculum and allows parents/carers to see how their child is progressing against national proficiency standards.

NAPLAN is just one aspect of a school's assessment and reporting process. It does not replace ongoing assessments made by teachers about student performance, but it can provide teachers with additional information about students' educational progress.

NAPLAN also provides schools, education authorities and governments with information about how education programs are working and whether young Australians are achieving important educational outcomes in literacy and numeracy.

Your child will do the NAPLAN tests online

Online NAPLAN tests are designed to provide precise results and are engaging for students. The tests are tailored (or adaptive) which means that each test presents questions that may be more or less difficult depending on a student's responses. This helps students remain engaged with the assessment.

Tailored testing allows a wider range of student abilities to be assessed and measures student achievement more precisely. A student's overall NAPLAN result is based on both the number and complexity of questions they answer correctly. Your child should not be concerned if they find questions challenging; they may be taking a more complex test pathway.

All Year 3 students will continue to complete the writing assessment on paper.

What does NAPLAN assess?

NAPLAN assesses literacy and numeracy skills that students are learning through their regular school curriculum.

Students sit assessments in writing, reading, conventions of language (spelling, grammar and punctuation) and numeracy. The questions assess content linked to the Australian Curriculum: English and Mathematics.

All government and non-government education authorities contribute to the development of NAPLAN test materials.

To find out more about NAPLAN, visit nap.edu.au.

Participation in NAPLAN

NAPLAN is for all Year 3, 5, 7 and 9 students. ACARA supports inclusive testing, so all students have the opportunity to participate in the national assessment program.

Adjustments are available for students with disability who have diverse functional abilities and needs.

Schools should work with parents/carers and students to identify, on a case-by-case basis, reasonable adjustments required for individual students with disability to access NAPLAN. Adjustments should reflect the support normally provided for classroom assessments.

To help inform these decisions, you may consult the [NAPLAN public demonstration site](#), the [Guide for schools to assist students with disability to access NAPLAN](#), and our [series of videos](#) where parents/carers, teachers and students share their experiences in using NAPLAN adjustments.

In exceptional circumstances, a student with a disability that severely limits their capacity to participate in the assessment, or a student who has recently arrived in Australia and has a non-English speaking background, may be granted a formal exemption.

Your school principal and your local test administration authority can give you more information on adjustments for students with disability or the process required to gain a formal exemption.

What can I do to support my child?

Students are not expected to study for NAPLAN. You can support your child by reassuring them that NAPLAN is a part of their school program and reminding them to simply do their best. Some explanation of NAPLAN is useful to help students understand and be comfortable with the format of the tests; however, it is not necessary for parents/carers to do this. Teachers will ensure students are familiar with the types of questions in the tests and will provide appropriate support and guidance.

ACARA does not recommend excessive preparation for NAPLAN or the use of services by coaching providers.

See the types of questions and tools available in the online NAPLAN assessments at [NAP - Public demonstration site](#).

How is my child's performance reported?

From 2023, NAPLAN results are reported against proficiency standards. There is a standard for each assessment area at each year level. Proficiency standards provide clear information on student achievement. They are set at a challenging but reasonable level expected for the child at the time of NAPLAN testing, based mainly on what has been taught in previous years of schooling. Student achievement is shown against 4 levels of proficiency: Exceeding, Strong, Developing and Needs additional support.

A NAPLAN individual student report will be provided by your child's school later in the year. If you do not receive a report, you should contact your child's school.

What if my child is absent from school on NAPLAN test days?

Where possible, schools may arrange for individual students who are absent at the time of testing to complete missed tests at another time during the school's test schedule.

How are NAPLAN results used?

- Students and parents/carers use individual results to discuss progress with teachers.
- Teachers use results to help identify students who need greater challenges or extra support.
- Schools use results to identify strengths and areas of need to improve teaching programs, and to set goals in literacy and numeracy.
- School systems use results to review the effectiveness of programs and support offered to schools.
- The community can see information about the performance of schools over time at [myschool.edu.au](#).

Where can I get more information?

For more information about NAPLAN:

- contact your child's school
- contact your local test administration authority at [nap.edu.au/TAA](#)
- visit [nap.edu.au](#)

To learn how ACARA manages personal information for NAPLAN, visit [nap.edu.au/naplan/privacy](#).

NAPLAN timetable

The NAPLAN test window is 9 days. This is to accommodate schools that may not have the capacity to complete the tests in a shorter time frame.

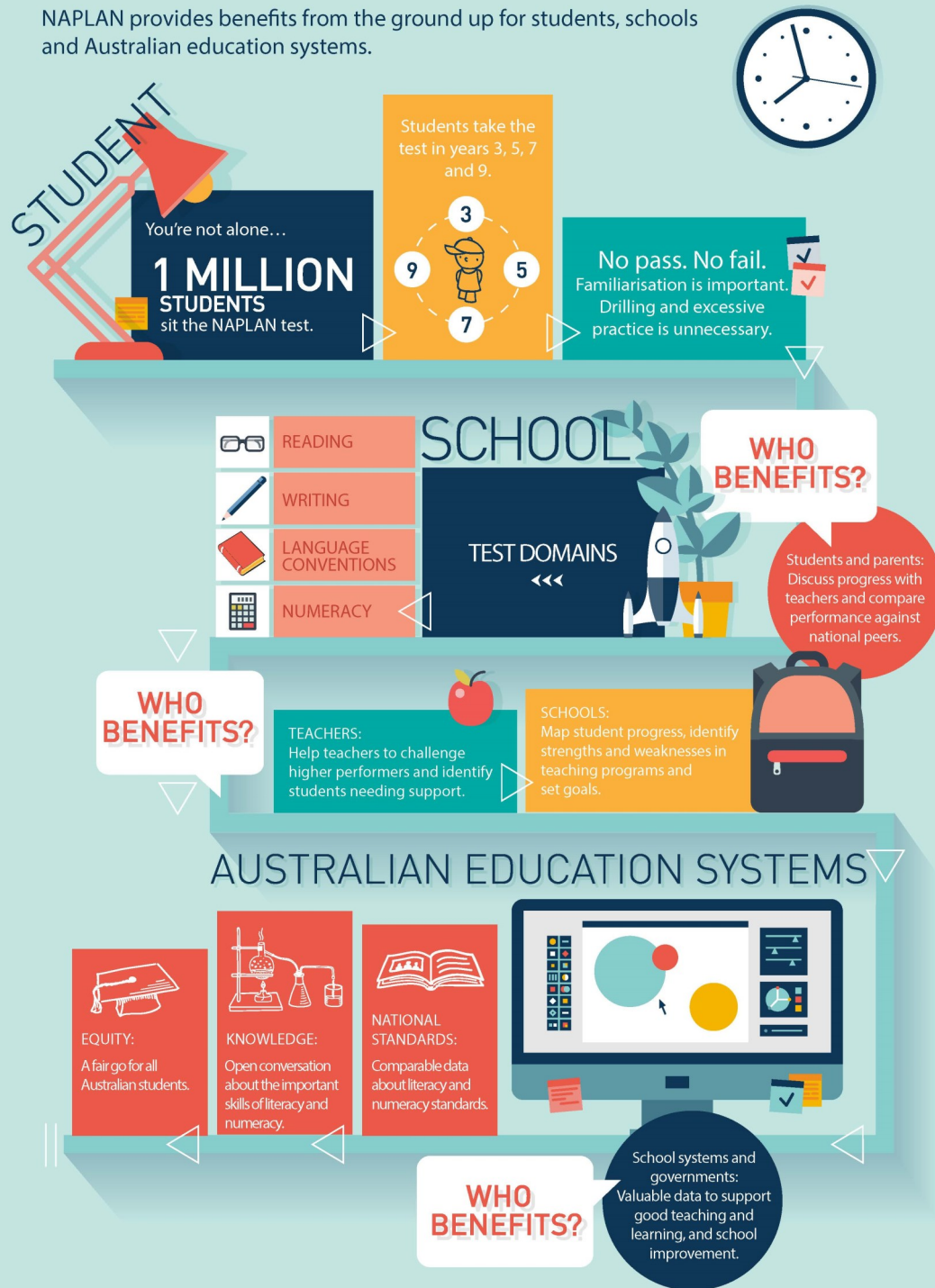
The NAPLAN test window starts on Wednesday 13 March 2024 and finishes on Monday 25 March 2024. Schools will schedule the tests as soon as possible within the testing window, prioritising the first week.

Test	Scheduling requirements	Duration	Test description
Writing	<ul style="list-style-type: none">• Year 3 students do the writing test on paper and on day 1 only.• Years 5, 7 and 9 writing must start on day 1 (schools must prioritise completion of writing across days 1 and 2, with day 2 only used where there are technical/logistical limitations).	Year 3: 40 min Year 5: 42 min Year 7: 42 min Year 9: 42 min	Students are provided with an idea or topic called a "writing stimulus" or "prompt" and asked to write a response in a particular genre (narrative or persuasive writing).
Reading	<ul style="list-style-type: none">• To be completed after the writing test	Year 3: 45 min Year 5: 50 min Year 7: 65 min Year 9: 65 min	Students read a range of informative, imaginative and persuasive texts, and then answer related questions.
Conventions of language	<ul style="list-style-type: none">• To be completed after the reading test	Year 3: 45 min Year 5: 45 min Year 7: 45 min Year 9: 45 min	Students are assessed on spelling, grammar and punctuation.
Numeracy	<ul style="list-style-type: none">• To be completed after the conventions of language test	Year 3: 45 min Year 5: 50 min Year 7: 65 min Year 9: 65 min	Students are assessed on number and algebra, measurement and geometry, and statistics and probability.

NAPLAN

National Assessment Program – Literacy and Numeracy

NAPLAN provides benefits from the ground up for students, schools and Australian education systems.



The data and information we gain from NAPLAN drives ongoing improvement at school, state and national levels.

www.nap.edu.au

acara AUSTRALIAN CURRICULUM, ASSESSMENT AND REPORTING AUTHORITY



ADMINISTRATION OF MEDICATION POLICY

PURPOSE

To explain to parents/carers, students and staff the processes Cowwarr Primary School will follow to safely manage the provision of medication to students while at school or school activities, including camps and excursions.

SCOPE

This policy applies to the administration of medication to all students. It does not apply to:

- the provision of medication for anaphylaxis which is provided for in our school's Anaphylaxis Policy
- the provision of medication for asthma which is provided for in our school's Asthma Policy
- specialised procedures which may be required for complex medical care needs.

POLICY

If a student requires medication, Cowwarr Primary School encourages parents to arrange for the medication to be taken outside of school hours. However, Cowwarr Primary School understands that students may need to take medication at school or school activities. To support students to do so safely, Cowwarr Primary School will follow the procedures set out in this policy.

Authority to administer.

If a student needs to take medication while at school or at a school activity:

- Parents/carers will need to arrange for the student's treating medical/health practitioner to provide written advice to the school which details:
 - the name of the medication required.
 - the dosage amounts.
 - the time the medication is to be taken.
 - how the medication is to be taken
 - the dates the medication is required, or whether it is an ongoing medication.
 - how the medication should be stored.
- In most cases, parents/carers should arrange for written advice to be provided in a Medication Authority Form which a student's treating medical/health practitioner should complete.
- If advice cannot be provided by a student's medical/health practitioner, the principal (or their nominee) may agree that written authority can be provided by, or the Medication Authority Form can be completed by a student's parents/carers.
- The principal may need to consult with parents/carers to clarify written advice and consider student's individual preferences regarding medication administration (which may also be provided for in a student's Student Health Support Plan).

Parents/carers can contact the school office for a Medication Authority Form.

Administering medication.

Any medication brought to school by a student needs to be clearly labelled with:

- the student's name.
- the dosage required.
- the time the medication needs to be administered.



Parents/carers need to ensure that the medication a student has at school is within its expiry date. If school staff become aware that the medication a student has at school has expired, they will promptly contact the student's parents/carers who will need to arrange for medication within the expiry date to be provided.

If a student needs to take medication at school or a school activity, the principal (or their nominee) will ensure that:

1. Medication is administered to the student in accordance with the Medication Authority Form so that:
 - the student receives their correct medication.
 - in the proper dose.
 - via the correct method (for example, inhaled or orally).
 - at the correct time of day.
2. A log is kept of medicine administered to a student.
3. Where possible, two staff members will supervise the administration of medication.
4. The teacher in charge of a student at the time their medication is required:
 - is informed that the student needs to receive their medication.
 - if necessary, release the student from class to obtain their medication.

Self-administration

In some cases, it may be appropriate for students to self-administer their medication. The principal may consult with parents/carers and consider advice from the student's medical/health practitioner to determine whether to allow a student to self-administer their medication.

If the principal decides to allow a student to self-administer their medication, the principal may require written acknowledgement from the student's medical/health practitioner, or the student's parents/carers that the student will self-administer their medication.

Storing medication

The principal (or their nominee) will put in place arrangements so that medication is stored:

- securely to minimise risk to others
- in a place only accessible by staff who are responsible for administering the medication
- away from a classroom (unless quick access is required)
- away from first aid kits
- according to packet instructions, particularly in relation to temperature.

For most students, Cowwarr Primary School will store student medication at the office.

The principal may decide, in consultation with parents/carers and/or on the advice of a student's treating medical/health practitioner:

- that the student's medication should be stored securely in the student's classroom if quick access might be required
- to allow the student to carry their own medication with them, preferably in the original packaging if:
 - the medication does not have special storage requirements, such as refrigeration.
 - doing so does not create potentially unsafe access to the medication by other students.



Warning

Cowwarr Primary School will not:

- in accordance with Department of Education and Training policy, store or administer analgesics such as aspirin and paracetamol as a standard first aid strategy as they can mask signs and symptoms of serious illness or injury.
- allow a student to take their first dose of a new medication at school in case of an allergic reaction. This should be done under the supervision of the student's parents, carers, or health practitioner.
- allow use of medication by anyone other than the prescribed student except in a life-threatening emergency, for example if a student is having an asthma attack and their own puffer is not readily available.

Medication error

If a student takes medication incorrectly, staff will endeavour to:

Step	Action
1.	If required, follow first aid procedures outlined in the student's Health Support Plan or other medical management plan.
2.	Ring the Poisons Information Line, 13 11 26 and give details of the incident and the student.
3.	Act immediately upon their advice, such as calling Triple Zero "000" if advised to do so.
4.	Contact the student's parents/carers or emergency contact person to notify them of the medication error and action taken.
5.	Review medication management procedures at the school in light of the incident.

In the case of an emergency, school staff may call Triple Zero "000" for an ambulance at any time.

FURTHER INFORMATION AND RESOURCES

For further information please refer to our *Anaphylaxis Management* policy, *Asthma* policy, *Health Care Needs* policy, *First Aid* policy or *Care Arrangements for Ill Students* policy.

REVIEW CYCLE

This policy was last updated on 1st September 2020 and is scheduled for review in September 2024.