

Sandringham East Primary School 4429

2019 School Council Committees Annual Report to the School Community



Think... Imagine...Become...
Sandringham East Primary
School

School Principal's Annual Report 2019

Our vision is: "To build an inclusive community where our children are active learners, critical thinkers and creative explorers." Think... Imagine... Become

Values:

Care Aspiration Respect - Always our best.

Please see attached Annual Report to School Community about our school and its achievements. School website: www.sandringhameast.vic.edu.au

Laureen Walton – Principal.

The following is an appendix to the mandated DET Annual report for 2019 and encompasses all that Sandy East School Council Committees achieved, which is enormous, as you will see in the attached reports below.

We are indebted to the commitment from each leader and congratulate their team achievements - thank you all.

School Council President Report 2019

2019 was quite the landmark year at SEPS! Our long-awaited building project came to fruition with our splendid new stadium and learning areas officially opened in October 2019. The school is truly transformed and the years of planning, the months of building works, and the endless days of inconvenience to staff, student and parents finally came to an end. The final product is an environment of which we can all be proud.

I'd like to commend all students, staff and parents and particularly the school leadership for not only coping, but embracing and adapting to the challenges this enormous project presented. The outcome has been well worthwhile. And it seems prepared us for further use of our skills of flexibility, adaptability and cooperation as we've welcomed Sandringham Primary School students into our school after their devastating fire on Feb 1st. Again, we thank our SEPS community for your patience and willingness to share our wonderful facilities during this period.

Despite the building focus, school life continued unabated! Learning, planning, sport, other co-curricular activities, camps, fundraisers, and a constant focus on continuous improvement in every area. It takes a highly dedicated and talented team of people including staff, volunteers and students to achieve the amazing things we do at SEPS each year. I would like to thank everyone who has contributed to SEPS throughout the year. There are countless examples of individuals going above and beyond; each one helping according to their available time, skills and interests. It is everyone's ongoing effort and participation that enables our students to be their best.

School Councillors are one such group of dedicated volunteers and I thank them for their time, their work and the robust discussions to ensure that we endeavour to be inclusive, unbiased and to

represent all those in our school community. The School Council is an oversight body – concerned with “ends and outcomes’ rather than operational details. To enable these outcomes, we chair and contribute to a variety of active sub-committees which is where the real action happens, and we encourage parents to participate and contribute to our committees.

In 2019 our sub-committees were:

- Facilities
- School & Community Partnership
- Fundraising
- eLearning
- Finance & Trading Operation
- Policies & Planning
- PFA

There have been many achievements within the sub-committee areas in 2019, which I’ll leave to each area to highlight in their reports, but I’d especially like to highlight the work of a few committees in particular. Fundraising had a gargantuan year with their usual full calendar of activities but this year culminating in the amazing Seaside Fair which involved an extraordinary amount of work from an army of volunteers. A huge thank you to Simone Smith and Angie Derrick for leading the fundraising team so ably and enthusiastically. Our Facilities sub-committee also had a super busy year not only managing adjustments to facilities during the building works but planning for all the work associated with the project completion. Thank you to Michelle Ferguson for her role in passionately leading this committee, and Greg Jennings for all his work on our contract development for use of our facilities. The number crunchers in the Finance sub-committee were another team with the extra pressure of stretching the dollars needed to fund our landscaping, stadium seating, Ga-Ga pit and the long list of extras we’ve needed. Thank you to Jen Hill for diligently leading this team and leaving us with money in the pot for the other project plans currently in the pipeline. I’d also like to thank Jenny Dare for her tireless work on the Policy and Planning sub-committee. Simone, Michelle, Greg, Jenny and Jen have completed their term on School Council and I’d like to thank them for their rich contributions and service to the school.

School Council greatly appreciates the support we get from all SEPS staff – leadership, teaching, administration and maintenance. They all perform an amazing service to the school and frequently go above and beyond their defined duties to support our school community. Their dedication over the last year has been inspiring and again we see the team rise to the challenge of accommodating Sandringham Primary at present.

2020 is shaping up to be another fast paced, exciting year and I encourage you all to participate in whatever way you can – always giving our best to help our children be their best.

Alida Williams - School Council President

School & Community Partnerships 2019

The most visible initiative for our committee in 2019 was driving social media and making it a relevant voice for the school and the greater community.

During the past 12 months the site has grown from 240 followers to 424 followers. Each month the site is averaging 15 posts and approximately 6,000 views.

Posts with the most engagement include:

- 90 Likes - 6, February, 2020 Investigations all together, so much fun
- 211 Likes - 4, February, 2020 What a great first day with our new friends and colleagues from Sandringham PS
- 74 Likes - 23 November, 2019 What a perfect day for our SEPS Seaside Fair
- 85 Likes - 19 September, 2019 Litter is rubbish

A big thank you to everyone involved with a special mention to Claire Parsons who is a very important and regular contributor to SEPS social media.

Ten new videos that highlight the amazing new facilities and advantages of life at SEPS were filmed in December 2019. The videos feature students and teachers from almost every year along with Mr Marco's chickens who almost stole the show. The videos are currently being edited and will be rolling out as of early March 2020. The videos will be a major aspect of a new school website that is currently in planning and aims to be live in term 4, 2020. Apart from informing current and prospective parents about SEPS, the new site will be a gateway to all future SEPS activities including: fund raising events, recent achievements, important dates in the school calendar as well as integrating with SEPS social media and Compass.

Beyond projects in progress, in 2020 the committee will:

- Investigate extending social media to Instagram
- Encourage greater involvement from teachers to provide stories for SEPS social media and SEPS newsletter
- Updating SEPS signage
- Inform parents about school council plans for further improvements to SEPS
- Assist other school council committees to communicate their objectives

Scott Bundy - leader

eLearning 2019

The eLearning Committee had a productive 2019. Below is a summary of our achievements.

Computer Program

- In consultation with our technician the committee recommended to continue offering the Acer B118 touch screen and non-touch screen and the Lenovo Yoga 3rd Gen – convertible laptop. We continued with LWT as they provided us with the best options and cost.
- A parent information session was held at the beginning of Term 4, all information was uploaded to the school website as digital downloads and documents were emailed to the Level 2 parents via Compass. Hardcopies were available from the school office.

- Parent Information sheet including security at home, cyber safety and passwords was also sent to all Level 2 parents in preparation for 2020.
- In 2019, in Levels 3 – 6 (286 students):
 - 61 laptops were purchased through the LWT portal.
 - 29 students took up the BYOD option.
 - 20 students used school devices.

With 286 students in Level 3-6; 266 students had their own device (BYOD or previously purchased through LWT) and 20 students were using a school device. SEPS ensured all students had access to a device to use at school.

eLearning at SEPS

- eLearning and Robotics were promoted across the school through the STEAM committee.
- Athletics has continued to be used across the school.
- Literacy Planet was re-introduced to students in F-2.
- Building and Coding Lunch Club continued
- Coding lessons and activities with our cross level buddy grades.
- Cyber Safety activities were conducted across all levels and classes collaborated with their buddy grades to share ideas.
- Project Rokit <https://www.projectrokit.com.au/> provided session to Levels 3 to 6
- Use of iPads in Levels F-2 for Literacy and Numeracy lessons.
- Use of technology including their own devices in Levels 3-6 in all areas of the curriculum.
- Use of technology to administer and complete student assessment.
- Use of the school emails and intranet to communicate between students and staff.
- Use of Microsoft TEAMS by Level 5/6 students and Staff
- Use of interactive whiteboards across all levels and curriculum areas.
- Staff use of technology to plan, assess, report and communicate.
- Use of Microsoft TEAMS by all Staff
- Acceptable Use Agreements were signed by all parents and students.
- The SEPS website was continually updated with photos and information.
- SEPS Facebook was continually updated with photos and information.
- Compass was used daily for communication, reporting of Student Learning Tasks and Formal Student Reports, attendance and parent permission for excursions.

During the building works:

- The main server was moved to the Foundation rooms.
- Interactive Whiteboards were placed in storage and some were moved to additional portables.
- General maintenance was conducted on the network to keep it stable throughout the building works.
- Additional WAPs were placed in learning areas to assist with the network load.

After the building works:

- Digital / interactive TVs were purchased and installed in the Senior Learning Building second floor and Staffroom
- Interactive projectors installed in the Senior Learning Building – ground floor, Art room and PA room

- Projector / screen / PA system were installed in the Stadium
- CCTV was installed across the school
- Server was installed in the Stadium
- Photocopiers moved to Staffroom, Senior Learning Building and JLC
- Additional WAPs were placed in learning areas to assist with the network load.

Purchases for 2019

- Interactive projectors
- Digital TVs
- Stadium projector / screen/ PA
- General items for maintenance of the network and school laptops

Thank you to all who helped on the School Council Sub Committee. Thank you to Laureen and Russell for their support, guidance and commitment to improving ICT at SEPS. Thank you also to our school technician who works tirelessly to ensure that our ICT infrastructure and devices are maintained and in good working order. A special thank you to our Office Staff for supporting the committee and school processes, including costings, notices, documentation, payments and laptop repairs.

Claire Parsons - eLearning Sub-Committee Co-ordinator

Facilities 2019

The facilities sub-committee has experienced an incredibly busy 12 months, largely in part due to the building development completion, and the entire school and classrooms being prepared as learning environments for the SEPS students arrival. Busy is somewhat of an understatement, but it has also been a very exciting and rewarding time for facilities at SEPS. It truly is a challenge and an enormous amount of work to maintain the school buildings and grounds.

Firstly, it is imperative that I thank Mrs Laureen Walton and Mr Russell Watson. Their leadership, dedication and commitment to SEPS is evident to all as is their “we can do this” attitude. I am aware that during the 18 months of the building project so much of their day was taken up with making decisions to do with the new build. Yes there were challenges whilst maintaining a fully operational primary school during such an extensive building project. However, I am personally aware the student’s education and welfare was definitely the forefront priority and learning, along with student’s safety was not compromised throughout the building project development.

When students commenced learning in the new classrooms at the end of September 2019, there was such a huge sense of achievement, which was well and truly justified. The facilities sub-committee breathed a sigh of relief, however once the students were in the new buildings the work didn’t stop there. Our builder 2Construct were diligent in repairing and fixing defects. Laureen and Russell were on top of everything and they were aware of what was functional and working as it should be and what wasn’t working.

I would also like to thank Greg Jennings who has diligently served on school council under the facilities banner for 2 years. Greg’s wise input was greatly appreciated. Greg’s grant application at the end of 2019 to receive \$18 000 to have the front entrance garden area refurbished was successful.

Landscaping work began on this area at the beginning of the 2020 school year. Greg also led the Stadium lease sub-committee and put in a lot of time and effort researching this specific area and contacting other schools in Bayside.

I would also like to thank Russell Milne who was employed by SEPS to research the playground in terms of OH & S standards. Also, Russell researched, quoted and installed irrigation around the playground and organised erection of the pine sleepers seating/barrier around the playground, obtained quotes for the shade sail over the playground and laid the new concrete pathway near the playground. Russell also managed and built the Ga Ga Pit. Russell also spent over 100 hours extensively researching the new oval project and he presented his findings to school council at the end of last year. School Council through Scott Bundy led consultation with the community which is valued, and will help in the eventual decision making.

I would also like to thank Geoff Walton who is casually employed by SEPS to attend to the long list of work and odd jobs to be fixed or completed in his “can do” problem solving manner. Geoff is supported by Joe LeRocca who is employed by SEPS two days a week as the school Gardener. Joe does a fantastic job mowing, whipper snipping, weeding and keeping our school looking fantastic.

I would also like to thank all of the parents and staff who attended a Sunday morning year-level working bee. There is always a long list of jobs to be completed at these working bees, anything from retrieving balls off the building roofs to sweeping up leaves. Last year parents also assisted moving furniture into new SEPS buildings. Bakers Delight in Hampton kindly sponsored SEPS by providing working bee families with a free loaf of bread or 6 bread rolls. Thank you Bakers Delight, Hampton.

Below is a list of achievements of Facilities over the last 12 months under the direction of Lauren Walton and Russell Watson:

- Installation of the indigenous poles at the front entrance driveway
- Landscaping (exposed aggregate and boxed gardens) around the new build.
- Watering of new plants into the soil in the new garden beds.
- Liaising with Bayside council which resulted in widening of the front concrete pathway on the nature strip leading into the school (at no cost to SEPS)
- Installation of Interseat retractable seating in the new stadium.
- Installation of 13 new CCTV security cameras around the school exterior.
- All trees (including large natives) on school grounds audited for safety by McLeod’s Arborists.
- Air conditioning installation in new senior learning buildings, art room, staffroom.
- Asbestos removal from the eaves of the main brick building.
- Acquisition of new metal tables and bench seats.
- Possums were kindly directed to a new home by Peter the Possum Man.
- Colored playground project (irrigation, concrete path, shade sail, barricade seating).
- Installation of the Ga Ga Pit which is enjoyed by students.
- New carpet and heating in the coffee van.

Future projects planned for completion include:

- Shade Sails
- Basketball shooting courts
- Oval development
- New water tanks and turf irrigation for the new landscaping development in the front entrance.

It really has been a pleasure and privilege to serve the SEPS community as a parent and leader of Facilities committee on SEPS School Council over the last two years.

Michelle Ferguson – Facilities leader

Finance Report for 2019

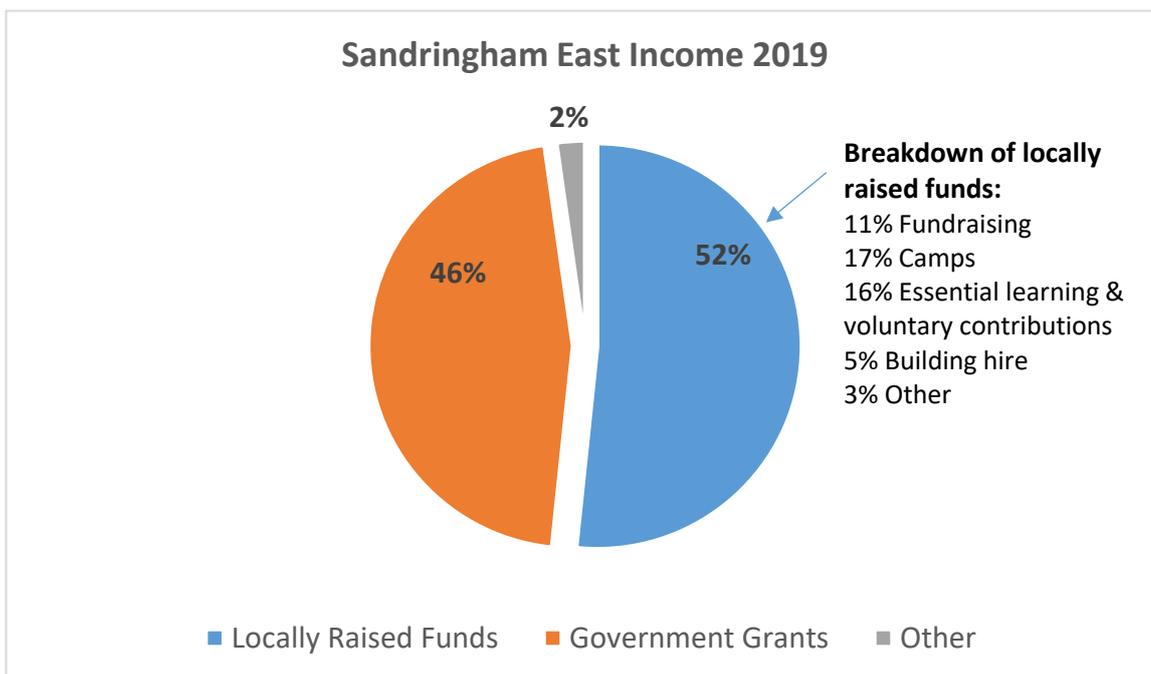
Committee members: Laureen Walton, Russell Watson, Cath Campion, David Brown and Jen Hill

The school maintained a strong financial performance in 2019. Income received was ahead of budget due to the receipt of higher commonwealth grants than expected. Expenditure was below budget and below prior year with savings made in casual relief teacher expenses and consumables. Budgets were monitored on a monthly basis throughout the year and finance reports were reviewed at each school council meeting. Importantly, funds were allocated to all curriculum and building programs in order to meet the school’s objectives.

Income

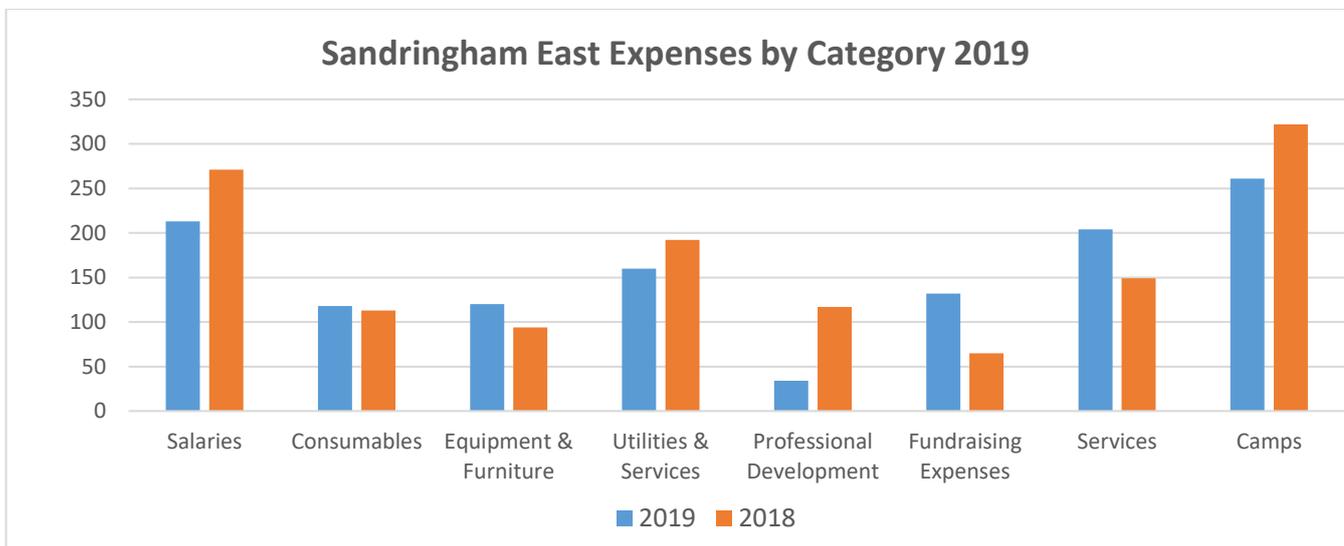
The total income for the year amounted to \$1.6M. This comprised of government grants and locally raised funds (which includes money received from fundraising, camps, essential learning and voluntary contributions, Japanese School and Extend). Other income includes interest and reimbursements.

The following graph provides a breakdown of the income amounts:



Expenses

SEPS expenses for 2019 were \$1.3M (decrease of 6% YOY). The following graph provides a breakdown.



All expense categories were in line with budget and prior year with the exception of furniture which increased \$28k compared to prior year, resulting from the fit out of the new learning spaces.

The school has available funds of \$791k at 31 December 2019 which is mainly comprised of cash received in 2019 for 2020 expenses, including:

- Materials, Resources and Services;
- Camps and Excursions; and
- Library and building funds

Voluntary contributions were below budget, with 42% of families contributing \$51k in 2019, down from \$63k in 2018 (2017 \$43k). In 2018 the library contribution was increased from \$40 to \$120 and in 2019 the building contribution was increased from \$40 to \$120 while the library contribution was reduced. These contributions supported additional services in first aid, grounds, the library and buildings and provided a more comfortable, safe and secure environment for our students. We are grateful for these contributions and continue to encourage families to support these beneficial programs.

Fundraising

Fundraising monies are a vital input to the school’s funding, with \$68k raised by the school community. The Seaside Fair and Walkathons both being major contributors generating over \$37k and \$12k respectively. These funds will be well utilised for completing landscaping and grounds projects.

We experienced declining support of the ‘Busy Parent Contribution’ during 2019, with contributions of \$7k. The Busy Parent Contribution allows families to make a voluntary contribution towards fundraising and receive an automatic exemption from fundraising sales, rewards towards the Walkathon & Easter Lucky Tickets and the right not to attend working bees.

Other valuable income sources that we have drawn upon this year include the Japanese Saturday College (JSC) and the Extend School Care Program. These represent important partnerships that SEPS has fostered over many years.

Finally, 2019 was a busy year with much activity around the new building and learning spaces and the very successful seaside fair. We look forward to the children and teachers enjoying these new facilities in the upcoming year.

Jen Hill – Treasurer

Fundraising Committee 2019

The Fundraising committee and the SEPS community enjoyed another successful year, but the majority of our effort was geared towards the fete in late November. In total the Fundraising Committee raised over \$68k which is being put towards our ongoing outdoor projects.

To kick start the year we held the Walkathon in term 1, which is a SEPS favourite and raised a grand total of \$20,502.06. Like the previous year we awarded a family prize for the most money raised and then a 1st, 2nd and 3rd prize. We also chose to offer a new prize to a student in each year level for the most amount of laps completed. However this was not received so well by all parents, so we will go back to our original way of awarding prizes.

We were also fortunate enough to be offered another Bunnings Sausage Sizzle, which was held on April 25th. This fell on a public holiday and was mostly coordinated by Lauren and the wonderful SEPS teachers.

In term 2 we held our annual Parent Night, which was hosted again at 40rd by parents of the SEPS community. We opted for a more laid back approach, deciding on a simple 'Pub Night' theme with pool tables and football projected on the wall, rather than our usual over the top dress up themes. We chose to save our resources for the fete and did not hold a live or silent auction and we did not source a real estate donation, this dramatically decreased our usual outcome and we only finished on \$3703.

Our Seaside Fair was a fabulous success in so many ways, doubling as a fabulous unveiling of the incredible renovations that Sandy East had undergone. The fundraising team went above and beyond, many going out with a bang and hanging up their fundraising shoes. Our branding, marketing and theming was nothing short of perfection and the layout amongst our shiny new school buildings made for an awesome day raising a grand total of \$34,844.

Contributing to this incredible amount were the sponsorships sourced by committee members as well as the amazing new system Galabid, which was trialled for the silent auction. It was an immense amount of work to set up and after its trial run this year, we definitely have ways to tweak it for our next fete. Despite this our silent auction raised an impressive \$8000.

Our food offerings were above normal fete expectation ranging from Seaside Seafood, an onsite Coon cheese van, homemade lemonade stall plus the usual fete favourites; snow cones and fairy floss. However the most talked about food stall, most likely due to their theming and flamboyant antics were the 'Pizza Boys', managing to make use of our fabulous onsite SEPS pizza oven.

The game stalls in Amusement Alley provided the fun vibrant welcome we were hoping for, which led them to our stunning seaside themed Christmas Tree with Santa chilling close by lending his time for photos for only a gold coin donation. The stage outside the new buildings provided a range of entertainment with MC Ryan McCulloch, whilst the rides on the oval were the main draw card for most children attending.

The 'Treasure Market' and SEPS bake stall were held in our fabulous new stadium, which wowed the pants off everyone who came through, plus we got to utilize our brilliant new staffroom and canteen.

We were incredibly lucky with the weather, the overall vibe was fun and the school really did look incredible.

A super special thanks to our incredible team, we all had our varying roles but when it came to the crunch we all rallied together and did what needed to be done to make it such an exceptional day.

A special shout out to Sarah Elliott for her artistic genius, Jennifer Farrelly, Lisa Holmes, Genevieve Frost, Jackie DeSantis, Mel Withington, Malourie Crawford, Cassie Reynolds, Tanya Warrington and all the parent volunteers who offered their time.

Plus a big thank you to my Fundraising partner Simone Smith, the committee won't be the same without you.

Simone Smith and Angie Derrick – Fundraising Leaders

Parent & Friends Association 2019

The start of 2019 was a year that gave us a 'light at the end of the tunnel'. Our new \$7.8 million learning spaces and stadium was completed at the end of August. Our children are now enjoying their beautiful new learning spaces that will give them every opportunity to enhance their learning experiences. At the start of 2019, like any build, it came with 3 terms of disruption and logistical problems that saw a few of our events either out sourced or cancelled. However Term 4 we were back up and running and our first event in the brand new stadium was the Father's Day Breakfast. 440 breakfasts were served from our new canteen and the Dads enjoyed eating their egg and bacon rolls in the new stadium. It was great success and captured SEPS wonderful community spirit.

The Sandringham East Primary School Parents and Friends Association (PFA) is an extended group of parents involved with the school and its programs. The PFA is the connection between the parents and the school community including teachers, parents and School Council.

We encourage anyone to become involved in the PFA. Our meetings are once a month, and involve catching up with what is going on within the school and working out where extra assistance is needed. Lauren Walton, Principal and Russell Watson, Assistant Principal, attend each meeting and take the time to inform the PFA about what is going on within the school.

Regular Programs

Class Parent Reps

Our class reps have yet again done a wonderful job throughout 2019. They have been the communicators to our school community as well as organising and co-ordinating such events as dinners, morning teas, teachers' birthdays, classroom help, assistance on excursions, Mother's/Father's Day Stall helpers, Hunger Busters, just to name a few!!! Thank you to all our class reps, you have all done a fantastic job and are a vital part of our school community.

The Cook and Care Program

This confidential service offers a helping hand with meals, rides to school etc. for school families in need. In 2019 program only needed to provide 2 meals for families in need and Michelle also put together 6 Christmas food hampers. This is a wonderful program and reassuring to know we can

help our community in times of need. Thank you to Michelle Ferguson for taking this job on for another year in 2019.

The Head Lice Program

Thank you to Susan Savage who took on the leadership of our Head Lice Program for 2019. Together with a team of parents, Mel Harrison, Sarah Murray, Deb Sinclair, Emily Ramsden, Gladys Menara, Siobhan Boyle and Maikiko Vagas, they did a great job ensuring kids were regularly checked.

Book Club and Entertainment Books

2019 year Book Club was coordinated by Jennie Burrows. She has done a great job, earning commission from sales of books and other education resources to students. This program also provided our school library & classrooms with many books.

Entertainment Books has been run for the 2nd year by Sophia Ali. In 2019/20 we sold 27 books making \$376 for the school. The entertainment books are no longer purchased physically, only available digitally. All books have a 12 month validation from time of purchase. Numbers are down from previous year as many more forums are selling the books (Basketball clubs, footy clubs etc). Thank you Sophia for taking on this role.

Second Hand Uniform Shop

Thank you to Sophia Ali and Megan Drew for running the second hand uniform shop which opens the 1st Monday of every month. Due to the build the shop was moved to the outside container and this is now a permanent location for the shop.

School Banking

Thank you to Emma Adams and Nick James for supporting this service. Due to diminishing numbers, which may have been a result of the Royal Commission into Banking. At the end of 2019, it was decided by School Council that we will no longer support the school banking through Commonwealth Bank. We are currently looking at alternative local community bank initiatives.

Mothers Day/Fathers Day Stalls

Thank you to Mel Harrison and Emily Ramsden for coordinating these stalls, doing all the purchasing and sourcing the volunteers. Mel and Emily with their volunteers have been instrumental in providing this fun opportunity for children to purchase a special gift for their parents.

Specific Events

Normally every year each year level is given an event to coordinate for the year. However as previously mentioned, a few of our annual events were either outsourced or cancelled due to building work. The following events were run throughout the year with the assistance of our dedicated team of PFA volunteers.

SANDRINGHAM EAST PRIMARY SCHOOL 2019 Parent Community Support Events

Term 1 30th Jan – 5th March

ACTIVITY	DATE	SUPPORTED BY	OWNER
Whole School Welcome Morning Tea	Thursday 31 st January	Level 1 Parents	PFA
House Swimming Carnival	Wednesday 20 th February	Level 4, 5 & 6 Parents	School
Working Bee – Level 6	Sunday 17 th February	Level 6 Parents	School
Walkathon	Thursday 14 th March	All Parents	Fundraising
JSC Fundraiser – Funky Hair Day for Leukaemia Foundation (Special Lunch/Snack TBC)	Tuesday 26 th March	Level 2 Parents	JSC (PFA Assistance)
Working Bee – Level 5	Sunday 24 ^h March	Level 5 Parents	School
Easter Lucky Ticket	Friday 5 th April	Level 3 Parents	PFA

ACTIVITY	DATE	SUPPORTED BY	OWNER
Hunger Buster	Friday 8 th February	5/6A	PFA
Hunger Buster	Friday 22 nd February	4A	PFA
Hunger Buster	Friday 15 th March	4B	PFA
Hunger Buster	Friday 29 rd March	4C	PFA

Term 2 23rd April – 28th June

ACTIVITY	DATE	SUPPORTED BY	OWNER
Entertainment Books	On going	Fundraising Team	Fundraising
House Cross County Carnival	Tuesday 30 th April	Level 4,5,& 6 Parents	School
Curriculum Day – Xtreme Air Fundraiser	Friday 3 rd May	All Parents	PFA
Working Bee – Level 4	Sunday 28 th April	Level 4 Parents	School
Mother's Day Stall	Thursday 9 th May	All Parents	PFA
Mother's Day Breakfast (TBC)	Thursday 9 th May	All Parents	PFA
Parent Function	Saturday 18 th May	All Parents	Fundraising
JSC Fundraiser – PJ Day for Sandringham Hospital	Tuesday 21 st May	n/a	JSC
Working Bee – Level 3	Sunday 2 nd June	Level 3 Parents	School
LOTE Day (Sushi Lunch)	TBA	Foundation Parents	School / PFA

ACTIVITY	DATE	SUPPORTED BY	OWNER
Hunger Buster	Friday 10 th May	5/6B	PFA
Hunger Buster	Friday 17 th May	5/6C	PFA
Hunger Buster	Friday 24 th May	5/6D	PFA
Hunger Buster	Friday 7 th June	5/6E	PFA
Hunger Buster	Friday 14 th June	3A	PFA
Hunger Buster	Friday 21 st June	3B	PFA

Term 3 15th July – 20th Sept

ACTIVITY	DATE	SUPPORTED BY	OWNER
100 Days Party	TBA	Foundation Parents	School
Working Bee - Level 2	Sunday 11 th August	Level 2 Parents	School
House Athletics Carnival	Tuesday 13 th August	Level 4,5,& 6 Parents	School
Father's Day Stall	Thursday 29 th August	All Parents	PFA
Father's Day Breakfast	Thursday 29 th August	Level 4 Parents	PFA
Dad's Footy Match TBC	Saturday 31 st August	Dads	Community
Working Bee – Level 1	Sunday 8 th September	Level 1	School
JSC Fundraiser - Footy Colours Day for State Schools Relief (Pies & Sausage Roll Lunch)	Thursday 19 th September	Jo Canteen	JSC (PFA Assistance)

ACTIVITY	DATE	SUPPORTED BY	OWNER
Hunger Buster	Friday 26 th July	3C	PFA
Hunger Buster	Friday 2 nd August	2A	PFA
Hunger Buster	Thursday 8 th August	1B	PFA
Hunger Buster	Friday 16 th August	1C	PFA
Hunger Buster	Friday 23 rd August	2D	PFA
Hunger Buster	Friday 30 th August	1A	PFA
Hunger Buster	Friday 6 th September	2B	PFA
Hunger Buster	Friday 13 th September	2C	PFA

Term 4 7th October – 20th December

ACTIVITY	DATE	SUPPORTED BY	OWNER
World Teachers Day Morning Tea	Wednesday 9 th October	PFA	PFA
Pink Ribbon Event	TBA	Pink Ribbon Team	Community
Special Friends Day & Book Fair	Friday 11 th October	Level 6??	School (PFA Assistance)
Working Bee – Foundation	Sunday 13 th October	Foundation	School
Father & Child Camp	18 th – 20 st October	Dads	Community
Working Bee – Whole School	Sunday 10 th November	Whole School	School
New Building - Grand Opening	Tuesday 12 th November	School	School
Seaside Fair	Saturday 23 rd November	All Parents	Fundraising
Foundation 2019 Afternoon Tea	TBA	Foundation Parents	School
Market Day	Thursday 28 th November	Level 6 Parents	School
JSC Fundraiser – Fitness Day for Diabetes	Tuesday 3 rd December	n/a	JSC
PFA Xmas Dinner	Thursday 12 th December	PFA	PFA
Graduation Dinner	Monday 16 th December	Level 5 Parents	School
Christmas Carols (Canteen Sales)	Thursday 19 th December	All Parents	School (PFA Assistance)

ACTIVITY	DATE	SUPPORTED BY	OWNER
Hunger Buster	Friday 2 ^{5th} October	1D	PFA
Hunger Buster	Friday 1 st November	00A	PFA
Hunger Buster	Friday 8 th November	00B	PFA
Hunger Buster	Friday 15 th November	00C	PFA
Hunger Buster (rescheduled)	Friday 29 th November	3B	PFA
Hunger Buster	Friday 6 th December	00D	PFA

Parent Run Social Events

Community events and other parent rep organized social events outside of the school grounds were required to carry the following disclaimer at the bottom of any communication related to them:

Please note that this event has been organised by the parent community and is not associated with SEPS, it's Principal, Assistant Principal or its School Council.

Additional to these events, each year level was also awarded one Working Bee and each class rep coordinated a Hunger Buster for their home group. Again, this year the Hunger Buster proceeds have been donated to our two Sister Schools in the Philippines. This year we have raised \$3479.60. Thank you to all those that baked, bought and sold.

My role as President is made much easier by all the members of the PFA that support and encourage me. We cannot provide these events without the help of so many people.

In particular I would like to acknowledge and say a huge THANK YOU to Michelle Kuzman Vice President. Michelle has an amazingly positive attitude and is always willing to help me out at any time. She is a calming influence when I am in panic mode and provides me with continuous reassurance and encouragement. Thank you for the support you have given me this year.

Secondly to our Secretary, Yolande Van Niekerk, for taking on this job for another year. Yolande provided comprehensive minutes for every meeting and had them ready quickly and without a fuss.

I'd also like to thank Simone Smith and Angie Derrick, who have headed up our fundraising team. This year Simone has taken on the role of the 2019 fete coordinator and Angie has been general fundraising coordinator. This year was an enormous year for the fundraising team with their incredible seaside fair. It was truly a remarkable day. The professionalism and perfection to detail was extraordinary. The whole team went above and beyond to provide a day for our school community to remember. I was very proud to be a part of that success. Well done on another amazing year of fundraising. Together with all the fundraising events and PFA events we have raised over \$67,742 (including \$36,382 from seaside fair) for our school. Truly amazing!

I sincerely appreciate the support of Laureen Walton and Russell Watson, Wendy Franks, Leanne Matthews and Cath Champion and all the teaching staff. Your support, generosity and continued commitment to the students and community of Sandringham East Primary School is truly appreciated.

This has been my 3rd year of President of the Sandringham East Primary School Parents and Friends Association. The PFA cannot work without our wonderful volunteer Parent Reps. It continually relies on the support of our caring parent community who give themselves and their time to help ensure our children's primary school journey is a rewarding one. We have an amazing community, one we should be very proud of. I would like to thank each and every member of the PFA for their support and commitment to our school and to me. Without you, nothing would happen. Thank you

Lisa Homes - **PFA President**

Policy and Planning 2019

2019 Goals and Achievements

The primary goals of the Policy and Planning Sub-Committee for 2019 were:

- a) To review and update policies due according to their review cycle
- b) To create new policies identified as required
- c) To identify and retire any policies no longer needed
- d) To maintain standards for current policies in accordance with DET requirements
- e) To ensure new and updated policies are loaded to the SEPS Website and retired policies are removed from the SEPS website in a timely manner.
- f) To continue the use of Dropbox as the method of allowing the Sub-Committee to review policies; and
- g) To commence the written change over from the SEPS Policies to the DET Policies via the DET Portal Policy. All SEPS Policies need to be written in accordance with the DET Policies.

Policies reviewed and updated (in 2019)

Policy Status	Policy Name
Policies reviewed and signed off	<p><u>Policies reviewed and ratified in 2019:</u></p> <ul style="list-style-type: none"> • Arts • Head Lice • Healthy Eating • Professional Learning • Teaching and Learning • Induction • Recruitment • Leave • Science • Dress Code • Inclement Weather • Privacy Policy (and Privacy Notice for Enrolment) • Multi-Cultural Diversity • Playground Equipment • Community Service & Work Experience • Traffic Education • Fundraising • Occupational Health & Safety • Student Sexual Conduct • Social Networking • Sun smart • Curriculum Provision • Information & Communication Technology • Policy Development

	<ul style="list-style-type: none">• Transport• Alcohol Responsible Use• Conflict of Interest• Pre-service Teachers• Internet and Email usage• Parent Payment• Policy Development• BPay Policy 2019• Cash Handling Policy 2019• Enrolment Policy 2019• Internet Banking Policy 2019• SEPS Parent Payment 2019• Purchasing Card Policy 2019• Refund Policy 2019
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Completed Policies for review and possible amendment were sent to all School Council members via email as this appears to be a more succinct and timely method for review of policies prior to ratification.

The Policy & Planning sub-committee continues to welcome suggestions, recommendations and concerns from the whole school community to ensure that current, robust and relevant policies are in place for the benefit of all at SEPS.

Thank-you to the Policy and Planning Sub Committee members Claire Parsons, Russell Watson and Rhiannon Harris-Tutor for their tireless and comprehensive work throughout 2019. Thank-you to the School Council members for reviewing policies upon request in 2019.

Jenny Dare, Jacqui Perdriau, Claire Parsons
for Policy & Planning Sub-committee