



# Wodonga Primary School

Newsletter #12

Monday 20th of May

## UPCOMING EVENTS:

ATOSS Survey Year 4,5 & 6  
All Week

Smile Squad Continues  
All week

National Simultaneous  
Story Time  
22nd May

Winter School Sports  
24th May

## HELPFUL LINKS

### FACEBOOK



### COMPASS



### WEBSITE



**Public  
Holiday**

**Monday  
10th June**

## Principal's Message

*Damian Duncan*

Welcome to Week 6,

Last week we had a blast celebrating Education Week by highlighting our student's curiosity in STEM. Our spotlight activities were a bunch of fun for the kids and sparked some inquiring questions.



### School Attendance

Our school has a high focus on student engagement through our motto of "Engaged Learning, Expand Minds", which is enacted through a comprehensive approach across the school. Children attending school is paramount in assisting them in reaching their full potential. Our Wellbeing and Engagement team work with families to assist in ensuring attendance at school is a priority by assisting families in reducing the barriers. This work happens behind the scenes and is an important focus of our school.

Recently a pattern has emerged that there is an increased amount of students arriving **late to school**. The school understands that this might be a 'one off' for some families, however, the volume of students being signed in late to school is concerning. The reason for on-time attendance is crucial for student learning are;

1. **During the morning routine the teacher explains of the day's schedule to students. This assists students in anticipating the day and not being distracted by thinking of "what's next" in their day.**
2. **Literacy instruction kicks off a class's day which anchors the crucial learning intention. Late students miss this.**
3. **Students entering the class late interrupts the learning of all the other students as the teacher needs to stop teaching to support the student entering.**

The significant increase in late arrivals and early departures also creates a major workload on the administration staff. To ensure we are adhering to the child safe standards. Please be reminded that late arrivals and early departures require the parent or caregiver to sign in or out on the PASTAB tables in the foyer.

- Engage Learning -

- Expand Minds -

**Our vision**

**principles**

**are...**

**Culture**

**Curiosity**

**Collaboration**

**Challenge**

**Community**

**2025 Enrolments**

Please note that enrolments for 2025 are open! Check out our website for further information.

**Teachers Shortage**

As outlined in previous newsletters we are experiencing a significant teacher shortage. This impacts our daily operations due to teacher illness/absence and our ability to acquire replacement teachers. This causes classes to be split across the year level classrooms when this occurs. We do our best to acquire a replacement teacher, however it's becoming increasingly more challenging at this point in the year with illness and the pool of casual teachers lessening.

Currently, we have two teaching positions being advertised state and nation wide for teachers commencing term 3. This is our second attempt at this recruitment process as the first HR drive elicited no applicants. If you our community members know of teachers looking to join our team or return to the profession, please provide them with my information. I have been teaching for over 30 years and during this time I've never seen a crisis like this in education. Thanks for your support and understanding during this time.

**AToSS**

This week our year 4,5 and 6 students will be having a voice in the annual Attitude to School Survey. This opportunity for students to provide their perceptions and opinions on school life is important so the school can enhance programs, change directions in engagement strategies or respond to the information around bullying or student/teacher relationships. If you have a child in one of these year levels, they might share with you their thoughts and opinions at home too! The parent opinion survey will be shared with our community later this year. **NOTE:** both student and parent surveys are coordinated by the Department of Education and all data collected is confidential and anonymous.

**CCTV at our school**

Wodonga Primary School has decided to use a closed-circuit television (CCTV) system at our school.

Our school has an obligation to ensure the school environment is safe and secure, and fulfil our duty of care to students, staff and visitors. The CCTV system will assist our school to fulfil these obligations and to prevent and manage other inappropriate behaviour on school grounds. CCTV will also provide enhanced capability to protect our school's assets against vandalism and theft.

The upcoming June School Council meeting will directly discuss the application for CCTV at Wodonga Primary School. We will follow Department of Education and Training policy requirements for the design, installation, management and use of the CCTV systems. This policy is available at: [CCTV in Schools – Installation and Management](#).

We will also place a CCTV Privacy Notice on our school website with more information about our school's use of CCTV before it is rolled out later in Term 2, 2024.

**PHOTOGRAPHING, FILMING AND RECORDING STUDENTS POLICY**

Additionally at the end todays Newsletter is our 2024 updated Photography, filming and recording students Policy. If you have any questions regarding this policy please do not hesitate to contact the front office.

# Mathematicians' Corner ...

*Maureen Murray and Shelley Gilbert, Numeracy Leading Teachers*

## **Quote of the Week (from the Victorian Mathematics Curriculum Version 2.0)**

Students further develop proficiency and positive dispositions towards mathematics and its use as they:

- explore situations, sparked by curiosity, using physical and virtual materials to represent, sort, quantify, compare and solve everyday problems (Foundation Level)
- use their curiosity and imagination to explore situations, recognise patterns in their environment and choose ways of representing their thinking when communicating with others (Level 1)
- recognise that mathematics can be used to investigate things they are curious about, to solve practical problems and to model everyday situations, describing their thinking and reasoning using familiar mathematical language (Level 2)

## **Maths Mayhem moving to Wednesday**

This morning in Assembly we were pleased to announce that we will be having support from some Year 9 students to run games and work on challenging maths each week. They will be here each Wednesday at lunch time. Students are welcome to join in games and challenges with each other supported by us and the Year 9 students.

## **Maths at Home**

It's getting close to winter now.

How many days until winter starts?

What time is it dark (sunset) now?

What time will sunset be on the shortest day of the year? How much earlier will that be compared to now?

How much is it changing each day?

How many hours of daylight will there be on the shortest day of the year?

# Wellbeing...

*Cara Pfeiffer & Chris Moxey—Wellbeing Leading Teachers*

The Resilience Project is based around the idea of Gratitude, Empathy and Mindfulness, and practising these skills daily to support positive emotions. Each week the students at WPS participate in a Resilience Project lesson, as well as engage in GEM chats. GEM chats allow the students to practise gratitude, mindfulness and empathy and provide a regular wellbeing check in and strengthen the connections to school.

Each week at assembly students and teachers will have the opportunity to participate in a GEM chat and share their thoughts. You can find today's GEM chat here.



# Stem...

*Khamal Sarkis STEM Leading Teacher*

## Forensic Science STEM incursion

On Thursday, 16<sup>th</sup> of May, Year 5 and 6 students participated in the Forensic Science incursion called "A Case of Emergency" as part of their STEM learning. They were required to solve a crime in our school's PLC by using forensic science tools and knowledge. The students had a great time and were highly engaged.



# Literacy

*Alecia Williams & Mel McInnes—Literacy Leading Teachers*

## Simultaneous Storytime

This Wednesday 22<sup>nd</sup> May at 12 pm marks National Simultaneous Storytime. Now in its 24<sup>th</sup> year, we will enjoy the children's storybook *Bowerbird Blues* by Aura Parker. This book will be read nationally in libraries, schools, pre-schools, childcare centres, family homes, bookshops, and many other places around the country. At WPS we love connecting to great Australian literature, promoting the value of reading and literacy. Students across Foundation - Year 6 have been learning more about Bowerbirds and their uniqueness. This week we have created a giant bower and students have been looking, finding, and adding blue objects to the bower housed in our library. Be sure to come into the library and check it out!





# Assembly...



Harper and Declan are our Library Borrowers of the week.



Flynn is our Environmental super Hero of the



Our Happy Card Recipients of the week! Congratulations!

## EVENT NOTIFICATIONS

Stay in touch with Events / Activities – using Compass as your information base

Event / Activity	Event Date	Who	Information on Compass	Consent / Payment Due Date
Winter Sport	May 24	Year 5 & 6	<a href="#">Event Details</a>	Closed
Kings Birthday Public Holiday	June 10	Whole School	No School	N/A
Visiting Author Jane Godwin	June 12 & 13	Whole School		N/A
Student LED Conferences	June 20	Whole School		N/A
Pupil Free Day	June 21	Whole School	No School	N/A
Last Day of Term,	June 28	Whole School	Finish at 2.30	N/A



# PHOTOGRAPHING, FILMING AND RECORDING STUDENTS POLICY

School Policy and Advisory Guide Reference: <a href="http://www.education.vic.gov.au/school/principals/spag/Pages/spag.aspx">http://www.education.vic.gov.au/school/principals/spag/Pages/spag.aspx</a>	Last updated 9/5/2024
Endorsed by Wodonga Primary School Council	
Origin	DET
Line Manager	Principal
Effective Date	9/5/2024
Review Date	9/5/2028



## Help for non-English speakers

If you need help to understand this policy, please contact your child's school.

## Purpose

To explain to parents/carers:

- how Wodonga Primary School collects, uses and discloses photographs, video and recordings of students
- when parent/carer consent is required before photographing, filming and recording students
- how consent can be provided and withdrawn.

## Scope

This policy applies to the general collection, use and disclosure of photographs, video and recordings (images) of students.

The policy does not cover the:

- use of Closed-Circuit Television (CCTV). The use of CCTV is covered in the department's CCTV in Schools Policy.
- use and disclosure of photographs, video and recordings of adults.

## Policy

There are many occasions during the school year where Wodonga Primary School staff photograph, film or record students participating in school activities or events, for example classroom activities, sports events, concerts, excursions, camps.

We do this for many reasons including to celebrate student participation and achievement, showcase learning programs, document a student's learning journey/camps/excursions/sports events, communicate with our parents/carers and school community in newsletters. There may also be occasions where we take images to support student behaviour management or to fulfil legal obligations. Further detail is provided within this policy.

In addition to the above, there may be situations where a third party requests to take, use or disclose images of students.



## Wodonga Primary School No. 37 - Policy

This policy outlines the practices that Wodonga Primary School has in place for the collection, use and disclosure of images of students to ensure compliance with the *Privacy and Data Protection Act 2014* (Vic). It also explains the circumstances in which we will seek parent/carer consent and how consent can be provided and withdrawn.

### Consent

The Photographing, Filming and Recording Students Consent Form is provided by Wodonga Primary School at enrolment. This form applies to standard uses of images for the time your child attends the school. Standard uses are defined in the following sections.

For non-standard uses, where consent is required, parents/carers will be sent a consent form for that specific situation. Schools will also notify parents when implementing software that may include photos of students, giving parents an opportunity to discuss any concerns or preferences.

If at any time parents/carers wish to withdraw their consent, they can by contacting the front office. If consent is withdrawn verbally, the school will make a written record of this. However:

- if the images have already been published and are in the public domain, it may not be possible to remove them
- the school can still collect, use and disclose images in circumstances where consent is not required (see below for more information).

### Image use within the physical school environment

Wodonga Primary School may photograph, film or record students to use within the physical school environment, including:

- for display in school classrooms (e.g. in displays of student work, on noticeboards to celebrate achievements)
- Displays at school events including poster boards, front entrance photos, whole school displays, brochures

A Photographing, Filming and Recording Students Consent Form will be given to parents/carers on enrolment for the standard uses described above. Consent, if given, applies until it is withdrawn or changed. If a parent/carer would like to withdraw or change their consent at any point in time, they must notify the school.

### Image use within the school community

Wodonga Primary School may photograph, film or record students to use within the school community, including:

- in the school's online communication, learning and teaching tools (e.g., emails, classroom apps that can only be accessed by students, parents/carers and school staff with passwords.)
- in school photo booklets or class displays or classwork

A Photographing, Filming and Recording Students Consent Form will be given to parents/carers on enrolment for the standard uses described above. Consent, if given, applies until it is withdrawn or changed. If a parent/carer would like to withdraw or change their consent at any point in time, they must notify the school.



## Image use beyond the school community

Photographs, video or recordings of students may also be used in publications that are accessible to the public, including:

- on the school's website (including in the school newsletter which is publicly available on the website)
- on the school's social media accounts

A Photographing, Filming and Recording Students Consent Form will be given to parents/carers on enrolment for the standard uses described above. Consent, if given, applies until it is withdrawn or changed. If a parent/carer would like to withdraw or change their consent at any point in time, they must notify the school.

We will notify you individually if we are considering using any images of your child for specific advertising or promotional purposes.

## Media

The media, or the Department of Education's media team, may seek to photograph, film or record students for a news story or school event. This may include broadcast media, online or social media or print media, including newspapers and magazine publications.

When Wodonga Primary School receives such requests, our school will:

- provide parents/carers with information about the organisation involved and when and for what purposes the photography, filming or recording will occur
- seek prior, express parent/carer consent in writing.

Students will only be photographed, filmed or recorded by the media at school if express consent is provided for that specific media event. Neither the school nor the department own or control any photographs, video or recordings of students taken by the media.

## Research

On occasion, the school may agree to research projects being conducted at the school. If this occurs, parent/carer consent will be sought for student participation, including any photography or recording of students.

## Closed Circuit Television (CCTV)

Parent or carer consent is not required for a school to install CCTV. However, Wodonga Primary School will inform the school community of the intention to install a CCTV through (appropriate channels such as: a newsletter article; a statement on the school website; posted material within the school grounds). Installation of CCTV will be done in accordance with the department's [CCTV Installation and Management Policy](#). Further information about how CCTV is managed and operated is available in our CCTV Privacy Notice.]





## Other external collection, use or disclosure

If there is a situation which will involve the collection, use or disclosure of images of students by or to third parties which is not otherwise covered by this policy, Wodonga Primary School will:

- provide parents/carers with information about the event or activity, the organisation involved and when the photography, filming or recording will occur
- seek prior, express parent/carer consent in writing.

## Official school photographs

Each year Wodonga Primary School will arrange for a professional photographer to take official school photographs of students. This will generally involve both class photos and individual photos being taken.

Official school photographs may be:

- purchased by parents/carers
- used for school identification cards and student identity verification letters
- stored on CASES21 for educational and administrative purposes.

Wodonga Primary School will notify parents/carers in advance of the official school photographs being taken to give them an opportunity to decide whether their child will be included in the photographs.

Parents/carers who choose to opt out of having their child participate in official school photographs must contact the front office before the date photos are scheduled to be taken to advise that their child will not participate. There is no obligation on any parent or carer to purchase any photographs taken. However, the school will need to discuss with these parents/carers alternative arrangements for identifying students in emergencies and for other essential purposes.

## Images to manage student behaviour or fulfil our school's legal obligations, including child safety

On occasion, it may be necessary for school staff to photograph, film or record students and/or use images to:

- fulfil legal obligations, including to:
  - take reasonable steps to reduce the risk of reasonably foreseeable harm to students, staff and visitors (duty of care)
  - provide a safe and suitable workplace (occupational health and safety law)
  - supporting students' social and emotional wellbeing, and health (duty of care)
- for identification purposes, when necessary to implement discipline and/or behaviour management policies.

Wodonga Primary School does not require or obtain consent from parents/carers or students to photograph, film or record students, or to use these images, for these reasons. However, when Wodonga Primary School photographs, films or records a student for any of these purposes, staff will only collect and use such images in a way that is necessary, reasonable and appropriate in the circumstances.



## Child Safe Standards

Wodonga Primary School will use student images reasonably, appropriately and sensitively, consistent with our obligations under the Child Safe Standards. If at any time a parent/carer or student has a concern about the use of any images they should contact the front office.

## Curriculum-based activities

Photographs, film and recordings of students may be collected and used for curriculum-based activities (i.e. class work) as part of standard learning and teaching practices. Wodonga Primary School does not require or obtain consent for this. Access is limited to students and relevant teaching staff. Parents/carers may have access to images of their own child in this context.

## Professional development

Occasionally, teachers and classes may be recorded for professional development purposes to improve the delivery of educational services. Wodonga Primary School does not require or obtain consent for this, however the recordings will only be used internally and for the specific purpose of staff development.

## Storage of images

Photographs, video and recordings of students taken by Wodonga Primary School will be stored in our secure document storage systems with restricted access. Any photographs, videos or recordings made on devices, including non-school issued devices, will be transferred to secure school systems and removed from the devices as soon as reasonably possible.

## Images taken by the school community

Wodonga Primary School permits parents/carers, students and invited guests to photograph, film or record school performances, sporting events and other school-approved activities.

Wodonga Primary School requests that parents/carers, students and invited guests who photograph, film or record school activities only do so for their own personal use and do not publish the images in any form, including on social media, without the prior consent of persons whose children also appear in the images.

Neither the school nor the department own or control any images of students taken by parents/carers, students or their invited guests at school activities.

## Communication

This policy will be communicated to our school community in the following ways:

- On enrolment
- An annual reminder in our school newsletter
- Available publicly on our school's website
- Included in staff induction processes and staff training
- Included in staff handbook/manual
- Discussed at staff briefings/meetings, as required
- Hard copy available from school administration upon request



## Further information and resources

- The department's Policy and Advisory Library: [Photographing, Filming and Recording Students](#)