

Gembrook Primary School



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 email: gembrook.ps@education.vic.gov.au
 www.gembrookps.vic.edu.au

Vision: To provide every student with every opportunity to be the best they can be.

Mission Statement A view to the future

Gembrook Primary School is a vibrant and aspirational education community, providing a safe and supportive learning environment that enables a personalised, engaging and challenging learning program. Our objective is for students to achieve the academic, social, emotional and physical growth to thrive in a global society



19th May, 2021

DIARY DATES

MAY	
Wednesday 19th	<i>KMotion 3.20-5pm</i>
Friday 21st	<i>School Disco</i>
Tuesday 25th	<i>School Photo Day</i>
Thursday 27th	<i>Grade 3/4 Camp Information Session 3.30pm</i>
JUNE	
Tuesday 1st	<i>Division Cross Country grades 3-6</i>
Wednesday 2nd	<i>Last KMotion 3.20-5pm</i>
Thursday 3rd	<i>5/6 Camp Information Session 3.30pm</i>
Friday 4th	<i>Book Club Orders Due today</i>
Friday 4th	<i>Curriculum Day</i>
Wednesday 9th	<i>Lightning Premiership: 5-6 Students at Worrell Reserve</i>
Wednesday 9th- Friday 11th	<i>Grade 3/4 Camp Manyung</i>
Monday 14th	<i>Queens Birthday - Curriculum Day</i>
Tuesday 22nd— Thursday 24th	<i>Grade 5/6 Camp Woorabina</i>
Friday 25th	<i>Last day of Term 2.30pm Finish</i>

A VIEW TO THE FUTURE

Bren's Banter

Dear Families and Friends,

Congratulations and well done to our grades 3 and 5 students who completed their NAPLAN testing last Thursday. I must say it was a great experience watching all our students trying their absolute best during the four tests covering language conventions, writing, reading and numeracy. All parents and guardians will receive an individual student NAPLAN report later in the year. At Gembrook, we will use the results to assist in identifying areas of curriculum achievement and improvement, as well as areas of individual student need.



Open Day

There existed such a lovely feel throughout our Open Day held last Saturday morning. The morning was really well attended in spite of some chilly weather. Families were provided with comprehensive tours led superbly by our grade five and six students and including students across all levels. A big thank you to our students for supporting our Open Day, attending in full school uniform and providing prospective families with such a great introduction to our school.

Thank you to our wonderful staff who attended and who had put in lots of time and effort preparing classrooms and displaying student work. Thank you also to Stu Watson who spent time on Friday preparing our school grounds superbly for the open day. I really can't tell you just how proud I am of our students, our staff and our families.

School Disco

Just a reminder that our school disco is on this Friday 21st May. The disco is a PFA fundraiser and we are all looking forward to seeing you there! For this year, the disco is being held in the multipurpose room (gym) and access will be via the rear driveway/carpark.

The junior disco will run from 4:30pm to 5:30pm for students in grade Prep to 3 and then the senior disco will run from 5:45pm – 7:00pm for students in grade 3 to 6. Students in grade 3 may choose which disco they attend.

A big thank you to our hardworking PFA for organising and facilitating our school disco!

DSSI Update:

Earlier this year I let you know that as a school, we were proud to be chosen to participate in the DET Differentiated Support for School Improvement (DSSI) initiative. We have been working with DSSI leading teachers Stephanie Koble and Tim Mulhall and throughout this term, the focus has been on the guided reading component of literacy lessons. Steph and Tim have been working in classrooms, modelling guided reading sessions and then observing and providing feedback around our guided reading sessions.

National Simultaneous Storytime:

I'm really proud of the close and productive relationship that we enjoy with both our kindergarten and early childhood learning centre. As I have said before, I believe Gembrook is 'The Education Town', so it was an honour to be asked by Gembrook Kindergarten to participate in the National Simultaneous Storytime for 2021.

Every year a picture book, written and illustrated by an Australian author and illustrator, is read simultaneously (11:00am) in libraries, schools, pre-schools, childcare centres, family homes, bookshops and many other places around the country.

For this year, the book, *Give me some space!* written and illustrated by Philip Bunting, was also read by an astronaut from the International Space Station on Wednesday 19 May 2021 at 11:00am (AEST) – very exciting!

A big thank you to all the kinder kids and to Kim Busacca and her amazing team at Gembrook Kinder!

Parent Survey:

We are a school that is always striving for improvement, so as part of our 2021 AIP we will be conducting a short survey seeking parent input around what our school is currently doing well and any areas for improvement. We will make every effort to ensure a strong response rate and we will share the data collected using the same process as our three annual DET surveys. The GPS Parent Survey will be available for completion on-line via Google Forms between Monday 24th May and Monday 7th June.

The link for the survey is:

<https://forms.gle/L6th6dcnYCjng2N7A>

Thank you for taking the time to provide us with valuable feedback.

Have a great week and all the best, Brendan.



STARS OF THE WEEK TERM 2 WEEK 3

Liam Prep L

You are such a happy and confident learner Liam. You have worked diligently to meet your personal learning goals in writing. I love the way you always share your ideas with our team during maths to help your classmates learn!

Elizabeth Prep M

For the amazing writing you have produced this week. Your schema around animals has translated into great facts for your informative book. We can't wait to see the finished product. Keep up your excellent effort Lizzy!

Jaxx Prep G

You have been a great team member in our classroom by helping others and always showing kindness. You have contributed to our lessons and displayed enthusiasm towards your learning. Fantastic work!

Liam 1F

Well done on a terrific effort in writing down your facts about dogs. We are looking forward to learning all about dogs when we read your book! Keep up the great work Liam!

Maisie 2B

Maisie, you absolutely blossomed on Grade 2 Camp. It was wonderful to watch you take initiative when leading your team in different tasks. I loved watching your confidence shine through!

Brodie 2W

For demonstrating excellent behaviour on Grade 2 camp. Not only did you listen and follow instructions, but you were such an encouraging and helpful teammate to your peers. It was so fantastic to see Brodie. Proud of you, keep up the fantastic work!

Blake 3/4O

Your classmates have noticed what a positive role model you are, as you are always engaged and focused in class, and it is clear that you value your time at school. You support your peers, encourage them to do their best, and you bring such good energy to our classroom. Keep working hard Blake.

Aurora 3/4S

You were nominated by your classmates for being a shining example in 3/4S! You are consistently striving for success, helping your peers with their work when they are struggling and putting in 100%. It is also great to hear you are being a fantastic friend and helping people who are feeling alone in the yard. Keep being a super star, Aurora!

Aden 5/6M

Congratulations, Aden! You have started the term with focus and a determined attitude towards your work. You are steadily increasing your organisational skills and building the quality of your work. It is great to see you challenging yourself and engaging positively with each task. Great work Aden!

Banjo 34L ART

Well done Banjo for working diligently on your teddy bear during the past few lessons in art. You not only managed to finish it first but you have done a great job dressing up your teddy bear.
Keep up the great work Banjo!

Macey 34L ART

Macey, you are receiving this award for being persistent with the blanket stitch while stitching your teddy bear. Also, you are a great art monitor! You show many traits of a true student leader such as willing to serve others, hard working and responsible. Well done, Macey!

Erin 3/4S ITALIAN

Erin, what an amazing Italian monitor you are. You are always ready to help out in the classroom, but what I love the most, is your example of attentive listening, independence, and accurate and tidy written work. Bravissima!!



STARS OF THE WEEK TERM 2 WEEK 4

Hugh Prep L

You have done an amazing job writing your dinosaur book! I am impressed with how you are recording the sounds you hear. You have worked diligently to publish your writing as well. A great effort Hugh!

Owen Prep G

You have had a brilliant week of learning! You have displayed great effort by answering questions during class discussions and focusing hard during independent work times. Wonderful work Owen, keep it up!

Sebastian Prep M

Well done Sebastian on an amazing week of learning. You have displayed great enthusiasm and effort towards your work and always try to take on board feedback. Keep up the excellent effort Seb!

Ella 1F

Well done Ella on being a kind and considerate member of our class! You always strive to try your best with your own learning, as well as always helping others. You should be very proud of yourself!

Lachlan 2B

Lachlan, your non-fiction report on your Green Anaconda is outstanding. You have informed your reader by synthesising your facts and writing them in your own words. I have loved watching your confidence and independence grow.

Hayden 2W

Hayden, watching you create your non-fiction report on Sloths has been spectacular! You have really applied yourself to synthesise the information and facts in your own words with rich descriptive language. I am so proud of the amazing report you have produced and how hard you have worked. Keep it up Hayden!

Alyssa 3/4O

You have been working so hard to improve your speed and accuracy with addition and subtraction, helping you achieve your personal best score on Blitzmaster. I love that you independently set yourself up to practice each morning when you arrive at school. Amazing work Alyssa, I am so proud of you!

Jack 3/4L

You are an enthusiastic and inquisitive student who shares your passion for learning with our class. I am so proud of the kindness you show others, and the way you demonstrate high expectations for learning. Thankyou for working hard this week in NAPLAN, and continually having your best go.

Max 3/4S

You are continuously showing dedication to your learning, contributing to class discussions, and asking questions to clarify information. The support and kindness you show your peers both in and out of the classroom is admirable. I am so proud of your efforts in NAPLAN this week Max. Keep putting in the hard work and the sky will be your limit!

Matilda 5/6M

Congratulations, Matilda! Your attitude towards your learning makes you truly deserving of this award every week. I am continuously impressed by your willingness to engage in each learning situation. Your peers benefit greatly from the highly valuable contributions you make and I always look forward to our conferences together. You come organised and with a new learning goal in mind which is so great to see. Awesome work, Matilda

Henry Prep G ART

Henry, you have surprised me with your super painting skills! Your race car driver and the 60-speed limit road sign are done carefully painting between the lines.

Also, I am so lucky to have you as the art monitor for Prep G, for you are always there with a big smile to help me around the art room. Thank you, Henry, for being a super awesome role model to your classmates!

Henry Prep G PE

Henry, you have done an outstanding job in basketball and have acquired new skills. I can see you've absorbed the teaching cues, and your dribbling and shooting technique have already improved rapidly. Awesome work Henry!

India 5/6J Italian

India, you are such a mature student. Your wonderful positive attitude and commitment to learning is showing great results. I'm also proud of the way that when you understand a concept, you are willing to help others. Bravissima!

Academic Awards

Term 2 Week 3

Reader of the Week: **Erin 3/4S**

Writer of the Week: **Kassie 5/6M**

Speller of the Week: **Sarah 1F**

Mathlete of the Week: **Hunter 1V**

Academic Awards

Term 2 Week 4

Reader of the Week: **Maaike 2B**

Writer of the Week: **Liam 3/4O**

Speller of the Week: **Alex 5/6J**

Mathlete of the Week: **Henry PL**

Grade 2 Camp - Log Cabin Ranch May 4th-5th





Gemmie's Mind-Blowing Maths ..1,2,3...

(Term2 Week5)

The following is a triangle made up of numbers.

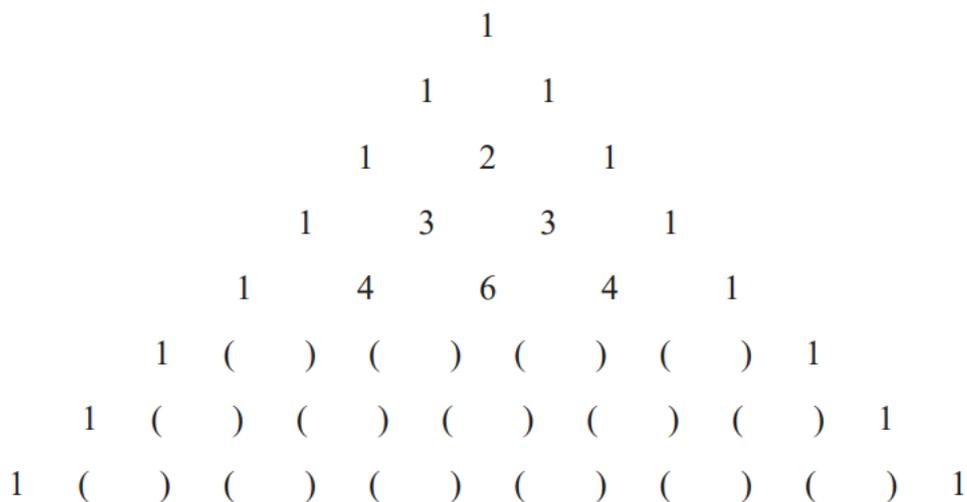
If you take a closer look at it you can see a pattern/method or a rule used to figure out the next line.

This is called the Pascal Triangle.

So, this week try and figure out the numbers that could go inside each bracket.

Once you do this, come and see Mrs. D with your answers.

Try doing this as a family activity. Get your older sisters and brothers to help you. Ask your Nan and Pop for the answer or even your next-door neighbours if they are friendly.



Come see Mrs D with your answers to receive a beautiful star smiley face.

Watch this space for the correct answers in the next newsletter

Answers to last week's maths question (T2W3)

Senior School Question

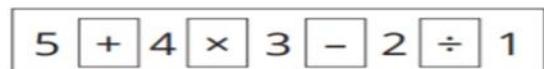
This question is from the last year's APSMO Math Olympiad competition. See if you can solve this!

Hint: Think of the Order of Operations: BIDMAS (Or BODMAS).

Aidan has four cards with +, -, ×, ÷ printed on them.

+	-	×	÷
---	---	---	---

He inserts them between the five numbers 5, 4, 3, 2 and 1 to form the expression $5 + 4 \times 3 - 2 \div 1$, which has the value 15.



Emma says:

“Aidan put the operation cards in the order +, ×, -, ÷.

If I place the operation cards in a different order between the numbers 5, 4, 3, 2, 1, I can make the value equal to 19.”

In what order did Emma place the four operations?



Gemmie's Mind-Blowing Maths ..1,2,3...

This is the answer given on the APSMO website. However, all you have to do is put each operation in the spaces and calculate the answer using BIDMAS. Make sure you do that in an orderly fashion not to miss any combinations.

Strategy: Test the operations in an organised way.

Each string of multiplications and divisions must be calculated before adding and subtracting from left to right.

5		4		3		2	÷	1
---	--	---	--	---	--	---	---	---

To have a result that is a whole number, there are only two possible positions for the division operation.

5		4	×	3	÷	2		1
---	--	---	---	---	---	---	--	---

If we have $2 \div 1 = 2$, then:

5	+	4	-	3	×	2	=	5 + 4 - 6 = 3
---	---	---	---	---	---	---	---	---------------

5	+	4	×	3	-	2	=	5 + 12 - 2 = 15
---	---	---	---	---	---	---	---	-----------------

5	-	4	+	3	×	2	=	5 - 4 + 6 = 7
---	---	---	---	---	---	---	---	---------------

5	-	4	×	3	+	2	=	5 - 12 + 2 = -5
---	---	---	---	---	---	---	---	-----------------

5	×	4	+	3	-	2	=	20 + 3 - 2 = 21
---	---	---	---	---	---	---	---	-----------------

5	×	4	-	3	+	2	=	20 - 3 + 2 = 19
---	---	---	---	---	---	---	---	-----------------

If we have $4 \times 3 \div 2 = 6$, then:

5	+	6	-	1	=	10
---	---	---	---	---	---	----

5	-	6	+	1	=	0
---	---	---	---	---	---	---

The only combination of operations that results in the value 19 is $5 \times 4 - 3 + 2 \div 1$.

Therefore Emma's operations are in the order $\times, -, +, \div$.

Junior School Question

- If
- 1234 = 55
 - 1632 = 93
 - 1525 = 76
 - 3424 = 67

Then 6171 = ????

<p style="text-align: center;">1234 = 55</p> <p style="text-align: center;">4 + 1 = 5 2 + 3 = 5</p> <p style="text-align: center;">1632 = 93</p> <p style="text-align: center;">1 + 2 = 3 6 + 3 = 9</p> <p>Check the other two the same way</p>	<p style="text-align: center;">So</p> <p style="text-align: center;">3424 = 67</p> <p style="text-align: center;">3 + 4 = 7 4 + 2 = 6</p>
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P.E. News



Cross Country

On Monday the 17th May 45 selected students from grade 3-6 had the opportunity to participate in the district cross country at the Lilydale lake vs 5 district schools. The day started off worryingly with some light rain, but took a shift and we got a glimpse of some sun and clear weather for our runners. Students ran approximately 3kms against 50 students



Basket Ball Clinic

On Wednesday the 19th may, our school was fortunate enough to host the NBL gametime program from the South East Melbourne Phoenix. A community coach arrived after recess to run a personalised clinic for each of the 6 year levels. Following this, 4 of South East Melbourne's players Kyle Adnam, Reuben Terangi, Keifer Skyes and Adam Gibson came to play our grade 5-6 students in a once in a lifetime match. Unfortunately, the professionals won the match, but it was an exciting atmosphere and prizes were given to selected students throughout the day. We are thankful, and still full of excitement for having these players at our School!



★ HAPPY ★ BIRTHDAY!

May



23rd Layla 1V
23rd Zac 3/4S
23rd Nia 5/6J
26th Liam 5/6J
29th Nate 5/6M
29th Matilda 5/6M
30th Sean 1V
30th Aurora 3/4S
31st Lachlan 2B
31st Luke 2W



KMotion

A FREE after school program for Foundation to Grade 6. Full of fun, games & Prizes.

KMOTION @ GEMBROOK PRIMARY SCHOOL

WEDNESDAYS:
MAY 5TH, 12ND, 19TH, 26TH
JUNE: 2ND
3.20 - 5.00PM

Enter at the front door of the Multi

Themes may include:

**Jungle Bungle, Messy Day,
Toilet Paper madness &
More**



AFTERNOON TEA: MENU

May 5th: Fruit, water / cordial & Small pkt of Chips
May 12th: Fruit, water / cordial & LCM / Muesli bars
May 19th: Fruit, water / cordial & Small pkt of Shapes
May 26th: Fruit, water / cordial, Saladas & Cheese / Vegemite
June 2nd: Fruit, water / cordial & Donuts

Prizes may include the occasional treat. If your child has particular nutritional needs please contact Stephen

Registration forms can be collected from & returned to the Gembrook Primary School office. You can also register at KMOTION on any program day.

DETAILS:

KMOTION is an after school program that includes games, craft, stories & afternoon tea.

Each week is run by HCSI Staff members & a team of trained volunteers. All staff & volunteers hold current WWCC & Police checks. Kmotion Gembrook is a child safe program adhering to child safe policies

KMOTION has behaviour guidelines & expectations to ensure all children have a safe and enjoyable time.

Contact Details: Stephen Prout
Hills Community Strengthening Initiative
1-3 McBride St, Cockatoo.
PH: 0447 192 202
Email: Stephen.m.a.prout@gmail.com

PLEASE CALL
IF RUNNING LATE FOR
PICK UP



School Disco

Location: Gym

Prep - 2: 4:30pm-5:30pm

Grade 3: Choose one timeslot

Grade 4-6: 5:45pm-7pm

FRIDAY, 21ST OF MAY

\$5 Per Student

Icy Poles, Lollies, Lucky Dip & Glow Sticks for sale from 50c

GEMBROOK PRIMARY SCHOOL LUNCH ORDERS

TERM 2

	Weekly Lunch Special \$5.00	Weekly Treat Special \$2.50
23RD APRIL	Grilled Chicken Tenders Honey soy Grilled Chicken tenders with rice.	Apple Muffin
30TH APRIL	Savoury Muffin Ham, cheese and herb.	Chocolate Muffin
7TH MAY	Sausage Roll With tomato sauce.	Shortbread Cookie
14TH MAY	Pasta Bake Penne pasta, napoli sauce and cheese.	Gingerbread Cookie
 21ST MAY	Pizza Ham, cheese and tomato paste.	Blueberry Muffin
28TH MAY	Nachos Cheese, salsa and sour cream.	Choc Chip Cookie
4TH JUNE	NO SCHOOL LUNCHES - CURRICULUM DAY	
11TH JUNE	Baked Potato Cheese, coleslaw, sour cream.	Chocolate and Raspberry Muffin
18TH JUNE	Sausage Roll With tomato sauce.	Lemon and Coconut Muffin

EXTRAS	
Carrot Sticks	\$2.00
Beetroot Hummus	\$1.50
Corn Chips	\$2.00
Apple / Orange Juice	\$2.70

School Photo Day

What you need to know

FOR A SUCCESSFUL PHOTO DAY

Tuesday
25th
May

*The how to order flyers are personalised with an Internet ID number already matched to each student. Students **MUST** receive the correct flyer or they won't be able to order.*

WHO WILL BE PHOTOGRAPHED?

- All students individually as well as in their class group whether an order has been placed or not.
- Only siblings that have ordered.

ORDERING ONLINE AT WWW.SCHOOLPIX.COM.AU

- Orders placed online before midnight on photography day will receive a bonus 20x25cm black and white print with a bookmark (does not apply to sibling only orders).
- Free delivery to the school applies to orders placed online up to 2 working days after photography
- Parents can order up to 2 working days after photography without their personalised code using our "Student Search" function. This requires the student's first and last name and date of birth to be provided.
- Orders placed 3 days after photography onwards this will incur a \$7.95 postage fee as orders will be sent directly to the nominated address.
- When an order has been placed online there is no need to return the how to order flyer to the school on photography day.

25% FAMILY DISCOUNT

- Families with 3 or more children receive a 25% discount when ordering individual packages online (does not apply to Group only, Class Book only or online extras).

SIBLING PHOTOS

- All sibling orders must be placed online before **8am on photography day**. Only siblings that have ordered will be photographed.
- Any staff wanting a family photo with their child/children are required to order a sibling photo using their eldest child's unique code. (NB: This is not a complimentary product).

Please refer to the Working With SchoolPix Book for more details.

COMMUNITY NOTICES



SPORTING SCHOOLS - GYMNASTICS/NINJA

By developing a child's fundamental movement skills, Gymnastics provides a sound basis for further skill development across all sports.

Gymnastics promotes all-round physical development, muscular strength and endurance, joint flexibility, balance, coordination and core strength required for everyday living.

CONTACT US AT INFO@REACHGYMNASTICS.COM OR LOG ONTO THE SPORTING SCHOOLS PORTAL TO BOOK YOUR SCHOOL IN COME TO US, OR WE CAN COME TO YOU!

REACH GYMNASTICS, EMERALD AND PAKENHAM

HAPPY, HEALTHY, ACTIVE KIDS

GYMNASTICS NINJAZONE

FREE TRIAL CLASSES AVAILABLE!

EMERALD

reach gymnastics

WWW.REACHGYMNASTICS.COM

PH: 5943 0368
EMAIL: INFO@REACHGYMNASTICS.COM

JOB OPPORTUNITY



Menzies Facility Services is looking for any interested people to clean Gembrook Primary School. The role would be Monday to Friday starting after school finishes. The role is for 4.5 hours per day. Anyone interest should contact Julian Morilly on 0401 299 493.

Can you see yourself here?

JUNIOR ADVENTURES GROUP
Building brighter futures together

JOIN OUR TEAM!

OSHClub
Before & After School Care

EDUCATOR - GEMBROOK

Email Kristen:
kristen.dacey@junioradventuresgroup.com.au

Cardinia Shire Council presents

Reconciliation Week 2021

MORE THAN A WORD

RECONCILIATION TAKES ACTION -2021-

27 May to 3 June 2021
www.cardinia.vic.gov.au/nrw

Cardinia **ALIVE WITH CREATIVITY**

RECONCILIATION WEEK

FLAG RAISING CEREMONY

Cardinia Shire is celebrating Reconciliation Week with a special opening event.

The program will include:
 Welcome to Country and Speeches
 Aboriginal Flag Raising Ceremony
 Free bush tucker catering
 Performance by Indigenous artist

Thursday 27 May from 12.30pm
 Cardinia Civic Centre
 20 Siding Avenue, Officer

'Our Tracks and Traces' digital art installation
 Cardinia Cultural Centre's Crush Space is transforming into an abstract interactive digital artwork exploring the natural landscape of Australia. Through the eyes of indigenous woman and artist, Jadah Pleiter, and digital installation/animation specialist, Homie, the duo will engage the community through their experimental work which recognises indigenous culture.

Cardinia Cultural Centre
Launch: Friday 28 May 3pm-4pm
Info: 1300 887 624 or arts@cardinia.vic.gov.au

Djiri Djirri presents Mums n Bubs dance workshop
 Come and learn dances from the Wurundjeri creation narrative. Participants will also learn the Wolwurrung language through singing and dancing.

Pakenham Library
Monday 31 May 11am-12pm
Info and book: 1800 577 548
 or <https://events.ccl.vic.gov.au/event?id=3896>

Aboriginal storytelling with Ron Murray
 Living and Learning centre is delivering this interactive workshop led by didgeridoo musician and Indigenous awareness educator, Ron Murray. Students will learn about Aboriginal culture, with focus on music, storytelling and Indigenous history.

Living and Learning Centre
Tuesday 1 June
Info: 5941 2389

'In My Blood It Runs' movie screening and Q&A with Aunti Anni TSI
 Join an intimate screening of this acclaimed feature documentary followed by an opportunity for a Q&A with local community leader Aunti Anni TSI who will share her thoughts and observations about living in Australia as one of Australia's First People.

Pakenham Library
Thursday 3 June 6pm-8pm
Light refreshments provided
Info and book: 1800 577 548
 or <https://events.ccl.vic.gov.au/event?id=3843>

Cardinia Shire Council

Civic Centre
 20 Siding Avenue, Officer

PO Box 7
 Pakenham 3810
 (DX 81006 Pakenham)

Phone: 1300 787 624
 Email: mail@cardinia.vic.gov.au
 Web: www.cardinia.vic.gov.au

National Relay Service (NRS)
 TTY: 133 677 (ask for 1300 787 624)
 Speak and Listen (speech-to-speech relay):
 1300 555 727 (ask for 1300 787 624)

Translator Interpretation Service
 131 450 (ask for 1300 787 624)

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Cardinia

School Reminders

Students Late to School

ALL students who are late to school (as of 9am)

MUST collect a late pass from the office and

be signed in by a parent

BEFORE they go to class

Roles are marked as soon as students arrive in class

This is to ensure that the school has an accurate role of students who are present

Student Absences

Please notify the school of student absences before 9.30am on the day of the absence.

Notification via COMPASS, the school app, is preferable.

Attendance: Entering an Attendance Note

1 From the Compass home screen (or from your student's profile), click the **Add Attendance Note** item.

2 From the pop-up window

- ↳ Select the reason
- ↳ Enter a brief description of the absence
- ↳ Select the start and finish time
- ↳ Click the 'Save' button

Where possible, attendance notes should be entered prior to the absence/lateness occurring.

The screenshot shows the 'Chase HERRING' profile menu with options: 'Profile (Attendance, Schedule, Reports)', 'Send email to Chase's teachers', 'Add Attendance Note (Approved Absence/Late)', and 'View Academic Reports'. A callout box explains: 'What is an Attendance Note? An Attendance Note is used to explain when your child is absent or late for school.'

The 'Attendance Note Editor' screen includes:

- Note Details:** Name: Chase HERRING, Reason: Illness/Medical, Details/Comment: None.
- Impairment Notice:** A disclaimer about the accuracy of the information and the school's liability.
- Start:** 20/09/2019, 08:00 AM (dropdown: Select a date..., dropdown: Select a time...)
- Finish:** 20/09/2019, 05:00 PM (dropdown: Select a date..., dropdown: Select a time...)
- Potentially Affected Sessions:** A table with columns: Activity, Start, Finish. It lists two sessions: '08:00 AM (11:45 G...' and '08:00 AM (11:45 G...'.

At 9:30am parents of students with an unexplained absence will receive an SMS link as a further prompt and way of reporting an absence

Attendance: SMS Link

If your child is marked as absent without prior approval you will receive a message containing a link. When you follow the link, you will have the opportunity to explain the absence.

The link will expire after you have clicked it, meaning that it cannot be used to explain unapproved absences in the future. Instead, you will receive another message containing a new link, allowing you to repeat the process.

