



OUR LADY QUEEN OF PEACE PRIMARY

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9th March 2017

Dear Parents,

Following are 3 significant issues for your consideration.

Attendance

As you would be aware, the laws governing attendance at school have changed significantly in the past two years. There are now some recent changes that affect our procedures at school. Notes that explain daily absences can be sent either to the class teacher or directly to the office. These notes can also be sent by email (olqp@parra.catholic.edu.au) or via Skoolbag SMS.

Families requesting leave for 10 days or more have been required to complete an *Application for Leave Form*. **This has now changed to 5 days or more.** As Principal, I am required to decide whether or not the amount of leave requested will adversely affect a student's learning. If I believe this to be the case then I will not approve the application. Parents may choose to take the leave anyway but the absence will be marked as unjustified on the class roll. One possible ramification for this decision could be that if, in the future, a parent was to complain about their child's learning progress, the school would be justified in suggesting that the continuity of a child's learning was interrupted by a significant period of leave.

Wet Weather Dismissal

In the case of wet weather the school will do everything to make the dismissal procedure as easy as possible. It is however, important that children are not dismissed early unnecessarily as it is disruptive to their learning. With this in mind, please do not go to the classrooms to collect children until a formal announcement is made over the PA system. After this announcement the office staff, teachers and I will direct parents to collect their children. We will also send a message through Skoolbag to parents to indicate wet weather dismissal. If it is raining at dismissal time, children who are normally collected from Area B will need to be collected from the classrooms. If they have not been collected by 3.15pm, they will be taken to the blue room. Please do not contact the office and ask to have your child brought down for collection.

Lost Property

The amount of lost clothing, lunch boxes etc has increased significantly. Most of these items are unlabelled which makes it almost impossible to return to the owner. We are acutely aware of the significant cost, particularly of clothing items. From next week we will be clearing the lost property box each Friday. Labelled items will be sent to the owners. Unlabelled items will be kept until the end of the month and then made available as second-hand clothing. One of our parents has started a "Pre-loved" uniform site on Facebook to offer second-hand uniforms at a reduced cost: (<https://www.facebook.com/groups/668336259939806/>) or search for OLQP Primary School uniforms – pre loved.

Yours faithfully

Michael Hopley
Principal