# Parent Newsletter

# Hurlstone Agricultural High School

Address: Roy Watts Road, Glenfield, NSW 2167 Email: hurlstone-h.school@det.nsw.edu.au

Tel: 9829 9222 Fax: 9829 2026 Website: www.hurlstone.com.au



Issue 1 Term 1 - Week 3

14 February 2020

# SPECIAL POINTS OF INTEREST

# Principal's Message

- High potential and gifted education
- HAHS Project Update
- Swimming Carnival Information

Welcome back to school in 2020. To our new students and familie's I hope that your time so far at Hurlstone Agricultural High School has been inspiring, that you have made connections and are looking forward to the opportunities that our school can bring.



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HAHS - Forms

It has been a challenging beginning to our year with bushfires, floods and health concerns for our communities in Australia and beyond. Resilience is often difficult when we are faced with adversity, but reaching to your community can provide support. Hurlstonian's are well known for their community spirit and this year will be no exception.

If you need financial support please reach out to us via our Student Assistance Scheme which is attached to this newsletter. If your child is in need of emotional support please contact their year advisors.

The Minister's announcement in December 2019 is attached to this newsletter and there will be a community engagement opportunity 20 February at our school. We will keep you informed by Facebook and website as further details emerge. You will be invited to attend this event in person alternatively you will be able t participate in an online survey when it is announced.

# **CALENDAR**

Please see below the link for the school calendar – www.hurlstone.com.au Hurlstone's history and our connection to the land and Agricultural opportunities is more important than ever. Living in a world where food security, biosecurity, environment, wellbeing and the health of our communities, local and global are the focus of concern for our world. They should also be at the centre of all educational opportunities for young people in our schools.

# February 2020

MON	TUE	WED	THU	FRI	SAT	SUN
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

It is very exciting to see the development of the NSW Department of Educations policy and implementation High potential and gifted education.

During the Summer break I attended lecturers in Gifted Education and Creativity at UNSW under the tutelage of Geraldine Townend and I will look forward to sharing with our community further research in Gifted Education, in our next newsletter.

Click Here
to view link
Gifted Education

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# Principal's Report Continued...

ASCA & our school community are proud to announce Lucy Thrassis as the winner of the **NSW/ACT \$2,500 ASCA 40th Anniversary Canteen Award**. Lucy's entry was of extreme high standard with great initiatives for both the Hurlstone Agricultural High School canteen and her community.

CEO David Edwards and ASCA - NSW Area Manager Toni Braden attended our staff meeting to present Lucy with this accolade.

Our community is so proud of you Lucy, we will share more about Lucy award in a later edition of our newsletter.

Kind regards

Mrs Christine Castle **Principal** 



# HAHS - Project Update

For information regarding Hurlstone Agricultural High School:



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# From the DP Desk







Starting a new year is always exciting as students move forwards on their educational journey and seek to improve and change their understandings and knowledge.

The most significant change for Hurlstonians in 2020 has been the introduction of 80 minute periods. As deputies and teachers, we have observed how this has already supported our high performing students to engage with greater enthusiasm and curiosity to develop themselves as confident independent learners. The 4 period day means a quieter school and less movement sees students working longer and delving deeper into content and application.

As deputies who are required to support teaching and learning, a significant part of our responsibility is to work with our principal and our office staff to keep our students safe. To do this, we request parents to keep communication open when it comes to student health, parent permission to publish and attendance. Let us know of changes and ask for clarification early if you are not sure of processes by contacting the school. Our office staff are remarkable and can support you in any areas or pass you on to the right person.

Ensuring that you inform the school through the front office of any changes to your child's health plans is imperative if we are to keep them safe. Please review plans:

Permissions to publish are also important for our school. We enjoy sharing the successes of Hurlstonians and publishing photos in this newsletter and on-line. We understand if you do not wish your child's image to be made public but please let your child know that you have not given permission so they avoid being photographed. If you wish to change the permission, the form also follows — but please let your child know what your decision is.



Attendance at school is a key to success and the department guidelines are attached along with the paperwork required for extended absence over 5 school days. It supports all students if the requirements are followed as work can be provided and staff are able to plan for individuals. Any non-attendance MUST be followed up with a note from a parent to ensure records are correct.

Assessment schedules and assessment policies are being collated and reviewed and will appear on the Sentral portal shortly. In some subject areas, students will have been given their first notifications and they will be using their planners to help their organisation.

So, a big welcome to all students – day and boarding – and parents who make up our community. We look forward to sharing your child's journey with you and supporting them to connect, succeed and thrive as a result of their education at Hurlstone.

Ms Ann Young, Ms Mai Ni Pham & Mr Sailash Krishan

**Deputy Principals** 

# HAHS - Welfare 2020

For your information, the following staff are your points of call for anything welfare and wellbeing related to your child.

If you have any subject concerns, please contact the classroom teacher or Head Teacher.

# **Year Advisors:**

Voor	Year Adv	visor	Assistant YA		
Year	Name	Faculty	Name	Faculty	
7	Wun-Ling Chen	HSIE	Sam Ederlton	English	
8	Marwan Malak	English	Jerry Zahija	Music	
9	Tahmeena Tarannum	Mathematics	Maryam Sabah	Mathematics	
10	Prudence Duncombe	English	Brenda Cologon	Learning support	
11	Tim Trotter	Science	Elyse Crichton	Science	
12	Mikala Hewett	LOTE	Sam To	Science	

# **Deputy Principal Areas:**

Name	Area of administration as per school plan	Year group	Faculty
Ann Young	Differentiating	Year 8 & Year 11	MATH, SCIENCE, HSIE, AG, TAS, LOTE
Sailash Krishan	Communicating DP Boarding	Year 9 & Year 12	CAPA, BOARDING, WELFARE HTS, Administration incl. Library & Careers
Mai Ni Pham	Engaging	Year 7 & Year 10	PDHPE, ENGLISH, T&L, FUTURE FOCUSED LEARNING & ETHICS

# **Head Teachers welfare:**

Roxanne West - HT Welfare Yr 10, 11, 12

Samir Seblani – HT Welfare Yr 7, 8, 9

# **Aboriginal liaison officer:**

Elyse Crichton (Science faculty)

# **Anti-racism contact officer (ARCO):**

Nashaat Mahfouz (Science faculty)

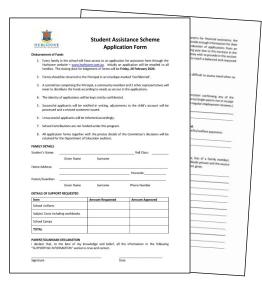
# **Supervisor of Female Students**

Robyn Keegan (Careers)

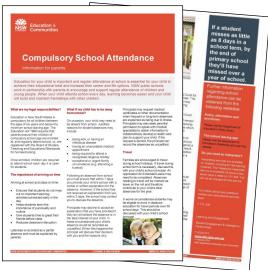
Click Here
to view this link Information Anti Racism Contact
Officer

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# **HAHS—School Forms & Information**



Student Assistance Scheme 2020



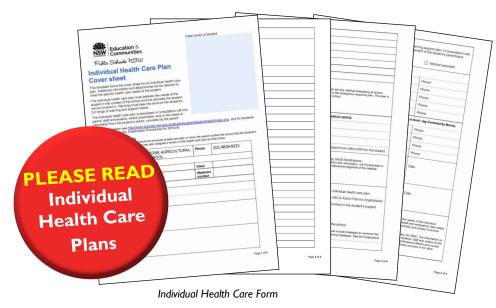
Compulsory School Attendance

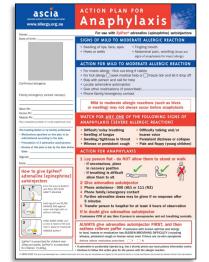


Please refer to PII to 25

to view

Permission to Publish 2020





Anaphylaxis Action Plan



Allergic Reaction Action Plan



**ACSIA** Information



Asthma Action Plan

# HAHS - LOTE







# Opportunity to Host an Assistant Japanese Teacher

Once again we are lucky enough to have a Japanese assistant teacher with us term 1 and term 2 2020 to help our students with their studies. Her name is Natsuki Kondo and she is 21 years old and is fluent in English. We need host families for terms 1 and 2. This is a wonderful opportunity for your family to learn about another culture and it will definitely help students with their studies of Japanese. Host families are paid \$180 per week. Mikala and myself are hosting her some periods of time and you can host for the time period that suits you as long as it is at least two weeks. You will not be required to host during school holidays. Please let Mikala or myself know if you are interested in hosting her.

Thank you

Regards

**Esther Eun & Mikala Hewett** 

# **Extracurricular - Mathematics**

# Welcome to 2020



This year we will be continuing to run various mathematics competitions including the Australian Problem Solving Mathematics Olympiad (APSMO), Maths Challenge/Maths Enrichment stages, Australian Mathematics Competition (AMC), Australian Intermediate Mathematics Olympiad (AIMO) and the UNSW Annual School Maths Competition.

For those students who are interested in getting themselves involved and participating, please join our "HAHS Maths Comp 2020" Edmodo group with the code: 993naw. Announcements, key dates and further information will be available via the Edmodo group.

Mrs S. Gutesa is the new Mathematics Competitions coordinator this year. She is from the Mathematics faculty and happy to assist with any queries or questions that you may have. Looking forward to working with you.

#### **Mrs Gutesa**

**Mathematics Faculty** 

# Australian Problem Solving Mathematics Olympiad (APSMO) - Year 7 & 8

The APSMO competition will be commencing on the 25th March 2020. I would like to invite those students in Years 7 and 8 that are interested in participating to pay their fee of \$8 to the accounts office by 1st March 2020.

For those students who are interested in getting themselves involved and participating, please join our "HAHS Maths Comp 2020" Edmodo group with the code: 993naw. Announcements, key dates and further information will be available via the Edmodo group.

If you have any questions regarding the competition, please see Mrs Gutesa in the Maths staffroom.

#### Mrs Gutesa

**Mathematics Faculty** 

# Extracurricular - PDHPE

# **Swimming Carnival 2020**

The school swimming carnival will be held at Macquarie Fields Leisure Centre (Fields Rd, Macquarie Fields) on Thursday 20<sup>th</sup> February.

All students are to be at the pool by 8.30am.

**Entry fee of \$3.20** will be invoiced to all students so no payment is necessary on the day.

Day students are to make their own way to the pool. Boarders will be catching the 8.11am train from Glenfield to Macquarie Fields and will be supervised by duty staff. Day students are welcome to travel on this train.

All students are expected to attend the carnival.

Students are to wear their sports uniform or dress according to their house colours or house theme.

All students should have their own water bottle, sunscreen, hat, medications and management plans.

A kiosk will be operating.

**Permission notes** have been issued to students and are also available on the school website. **They are to be fully completed and returned to the school office.** 

House themes decided by house captains ...

Farrer: Flower Power (Red)

Macarthur: Made in Macarthur (Yellow)

Lachlan: Lifesavers (Green)

Wentworth: Western (Blue)



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# Extracurricular - PDHPE

**Swimming Carnival 2020** 

# **2020 Hurlstone Swimming Carnival**

**Thursday 20 February 2020** 



# **House Captains**

	Boys	Girls
Farrer (Red)	Johnny Le (C)	Sumaita Tasneem (C) Alissa Byers (VC)
Lachlan Macquarie (Green)	Tony Bui (C) Zac Wilson (VC)	Tahlia King (C) Bronte Clifford (VC)
Macarthur (Yellow)	Matthew Darmawan (C)  Darrick Ung(VC)	Emily lai (C) Olivia Cole(VC)
Wentworth (Blue)	Ahnaf Rahman (C) Anthony Donoghoe (VC)	Georgia Biaggini (C) Kristie Vu (VC)

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# Extracurricular - PDHPE

**Swimming Carnival 2020** 

# **2020 Hurlstone Swimming Carnival**

**Thursday 20 February 2020** 



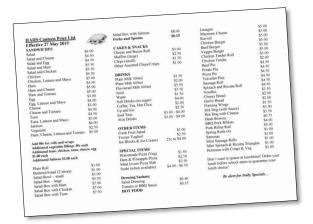
# **Program of events**

# 8.40am rollcall

Age	Distance	Stroke	Gender	Timing		
12,13,14,15,16,17+ yrs	50m	Freestyle	M & F	Timed finals		
12,13,14,15,16,17+ yrs	50m	Breaststroke	M & F	Timed finals		
House captains	4 x 50m relay	Freestyle	Mixed	Placings		
12,13,14,15,16,17+ yrs	50m	Backstroke	M & F	Timed finals		
12,13,14,15,16,17+ yrs	50m	Butterfly	M & F	Timed finals		
	Novelty Events					
12,13,14,15,16,17+ yrs	200m	Individual Medley	M & F	Timed finals		
12,13,14,13,10,17+ 915	200111	(fly, back, breast, free)	IVIQI	Tilleu Illiais		
Cheering competition						
12, 13,14,15,16,17+ yrs	100m	Freestyle	M & F	Timed finals		

# P&C

# **Hurlstone Canteen**





# Uniform Shop Term 4 - Summer Uniform

Please see uniform opening hours below:

# MONDAY 10:00am to 4:15pm TUESDAY 10:00am to 3:30pm WEDNESDAY 8:00am to 3:30pm THURSDAY CLOSED FRIDAY 8:00am to 4:00pm







# NSW Department of Education - School Infrastructure



# **Hurlstone Agricultural High School**

Project update

February 2020

# Keeping you informed

The NSW Department of Education is inviting community members to provide early feedback on a new model for state-wide agricultural education.

The model will retain the current Hurlstone Agricultural High School at Glenfield, deliver a new Centre of Excellence in agricultural education in the Hawkesbury, and create a new agricultural specialty stream and a new academically selective stream at Richmond High School.

Community drop-in information sessions are scheduled to take place in February 2020. The sessions will provide community members with project information and an early opportunity to provide feedback. The feedback gained from these sessions will inform the project business case, which is scheduled for completion in the first quarter of 2020.

The Department is committed to working with the community and other stakeholders to deliver these important projects.

# Hurlstone Agricultural High School project

As part of the new model, Hurlstone Agricultural High School will keep its name and stay at the Glenfield site as an academically selective, boarding, agricultural high school. Boarding facilities will be upgraded and the existing dairy facilities will be retained.

#### Community drop-in information sessions

We invite you to one of the following sessions:

# Wednesday 19 February 2020

Time 1: 1:30 pm – 4:00 pm (afternoon session) Time 2: 5:00 pm – 7:00 pm (evening session)

Where: Richmond High School, Lennox St, Richmond – follow directions at main reception area

# Thursday 20 February 2020

Time: 3.00 pm - 6.30 pm

Where: Hurlstone Agricultural High School, Roy Watts Road, Glenfield – follow directions at

main reception area.

# Friday 21 February 2020

Time: 12:00 pm - 5:00 pm

Where: Richmond Market Place, March St, Richmond

# For more information contact:

School Infrastructure NSW

Email: schoolinfrastructure@det.nsw.edu.au

Phone: 1300 482 651

www.school in frastructure.nsw.gov. au





# Student Assistance Scheme Application Form

#### **Disbursement of Funds**

Signature

- 1. Every family in the school will have access to an application for assistance form through the Hurlstone website <a href="www.hurlstone.com.au">www.hurlstone.com.au</a>. Initially an application will be emailed to all families. The closing date for lodgement of forms will be **Friday, 28 February 2020.**
- 2. Forms should be returned to the Principal in an envelope marked 'Confidential'.
- 3. A committee comprising the Principal, a community member and 2 other representatives will meet to distribute the funds according to needs as set out in the applications.
- 4. The identity of applications will be kept strictly confidential.
- 5. Successful applicants will be notified in writing, adjustments to the child's account will be processed and a revised statement issued.
- 6. Unsuccessful applicants will be informed accordingly.
- 7. School Contributions are not funded under this program.
- 8. All application forms together with the precise details of the Committee's decisions will be retained for the Department of Education auditors.

FAMILY DETAILS			
Student's Name:			Roll Class:
	Given Name	Surname	
Home Address:			
			Postcode:
Parent/Guardian:			
	Given Name	Surname	Phone Number
DETAILS OF SUPPOR	T REQUESTED		
Item		Amount Requested	Amount Approved
School Uniform			
Subject Costs includ	ing workbooks		
School Camps			
TOTAL			
PARENT/GUARDIAN I declare that, to t "SUPPORTING INFOR	he best of my kr	_	ne information in the following

Date

#### **INTRODUCTION**

After some years of experience in assessing applications from parents for financial assistance, the committee has reached the conclusion that some parents do not provide enough information for their circumstances to be given proper consideration. The relative evaluation of applications from an objective viewpoint, is becoming more difficult with each succeeding year due to the increase in the numbers of families asking for assistance. The data we suggest you may wish to provide in this section is considered to be beneficial in enabling the disbursing committee to reach a balanced and reasoned decision based on common criteria.

#### Please note that:

• Provision of this information is NOT compulsory but it is very difficult to assess need when no evidence of family income is provided.

#### **FAMILY DETAILS**

a. Parental status  The following information may be provided: Centrelink documentation confirming any of the following: sole supporting parent/single parent in receipt of maintenance/single parent not in receipt of maintenance/two-parent family living together domestically with no regular employment incomes.
<ul> <li>b. Indication of family income with supporting evidence attached.</li> <li>For example: annual taxable income/unemployed/unemployment benefits/welfare payments</li> </ul>
c. Additional information  For example, social/economic factors such as sudden financial trauma, loss of a family member drought, business failure, etc. In these instances, whilst the matter is no doubt private and the source of some distress, it would be helpful to the application if some details were given.



# **General Permission to Publish and disclose information**

Dear Parent/ Caregiver,

I am seeking your permission to allow the school/Department of Education to publish and/or disclose information about your child for the purposes of sharing his/her experiences with other students, informing the school and broader community about school and student activities and recording student participation in noteworthy projects or community service.

This information may include your child's name, age, class and information collected at school such as photographs, sound and visual recordings of your child, your child's work and expressions of opinion such as in interactive media.

The communications in which your child's information may be published or disclosed include but are not limited to:

- Public websites of the Department of Education including the school website, the Department of Education intranet (staff only), blogs and wikis
- Department of Education publications including the school newsletter, annual school magazine and school report, promotional material published in print and electronically including on the Department's websites
- Official Department and school social media accounts on networks such as YouTube, Facebook and Twitter
- Local and metropolitan newspapers and magazines and other media outlets

Parents should be aware that when information is published on public websites and social media channels, it can be discoverable online for a number of years, if not permanently. Search engines may also cache or retain copies of published information. Published information can also be linked to by third parties.

Please complete the permission slip and return to the school.

Yours sincerely

# Christine Castle Principal Hurlstone Agricultural High School

Permission to Publish I have read this permission to publish and:	
Tick the appropriate box [ ] I give permission	[ ] I do not give permission
to the school/Department of Education to publish informat accessible communications.	ion about my child as described above, including in publicly
This signed permission remains effective until I advise the	school otherwise.
Child's name:	
Parent/carer/caregiver's name:	
Parent/carer/caregiver signature:	Date:



# **Compulsory School Attendance**

Information for parents

Education for your child is important and regular attendance at school is essential for your child to achieve their educational best and increase their career and life options. NSW public schools work in partnership with parents to encourage and support regular attendance of children and young people. When your child attends school every day, learning becomes easier and your child will build and maintain friendships with other children.

# What are my legal responsibilities?

Education in New South Wales is compulsory for all children between the ages of six years and below the minimum school leaving age. The *Education Act 1990* requires that parents ensure their children of compulsory school age are enrolled at, and regularly attend school, or, are registered with the Board of Studies, Teaching and Educational Standards for homeschooling.

Once enrolled, children are required to attend school each day it is open for students.

# The importance of arriving on time

Arriving at school and class on time:

- Ensures that students do not miss out on important learning activities scheduled early in the day
- Helps students learn the importance of punctuality and routine
- Give students time to greet their friends before class
- Reduces classroom disruption

Lateness is recorded as a partial absence and must be explained by parents.

# What if my child has to be away from school?

On occasion, your child may need to be absent from school. Justified reasons for student absences may include:

- being sick, or having an infectious disease
- having an unavoidable medical appointment
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstance (e.g. attending a funeral)

Following an absence from school you must ensure that within 7 days you provide your child's school with a verbal or written explanation for the absence. However, if the school has not received an explanation from you within 2 days, the school may contact you to discuss the absence.

Principals may decline to accept an explanation that you have provided if they do not believe the absence is in the best interest of your child. In these circumstances your child's absence would be recorded as unjustified. When this happens the principal will discuss their decision with you and the reasons why.

Principals may request medical certificates or other documentation when frequent or long term absences are explained as being due to illness. Principals may also seek parental permission to speak with medical specialists to obtain information to collaboratively develop a health care plan to support your child. If the request is denied, the principal can record the absences as unjustified.

# Travel

Families are encouraged to travel during school holidays. If travel during school term is necessary, discuss this with your child's school principal. An *Application for Extended Leave* may need to be completed. Absences relating to travel will be marked as leave on the roll and therefore contribute to your child's total absences for the year.

In some circumstances students may be eligible to enrol in distance education for travel periods over 50 school days. This should be discussed with your child's school principal.





# My child won't go to school. What should I do?

You should contact the principal as soon as possible to discuss the issue and ask for help. Strategies to help improve attendance may include a referral to the school's learning and support team or linking your child with appropriate support networks. The principal may seek further support from the Home School Liaison Program to develop an Attendance Improvement Plan.

# What might happen if my child continues to have unacceptable absences?

It is important to understand that the Department of Education and Communities may be required to take further action where children of compulsory school age have recurring numbers of unexplained or unjustified absences from school.

Some of the following actions may be undertaken:

 Compulsory Schooling Conferences

You may be asked, along with your child, to attend a Compulsory Schooling Conference. The conference will help to identify the supports your child may need to have in place so they attend school regularly. The school, parents and agencies will work together to develop an agreed plan (known as Undertakings) to support your child's attendance at school.

Application to the Children's Court
 Compulsory Schooling Order

If your child's attendance at school remains unsatisfactory the Department

may apply to the Children's Court for a *Compulsory Schooling Order*. The Children's Court magistrate may order a Compulsory Schooling Conference to be convened.

• Prosecution in the Local Court

School and Department staff remain committed to working in partnership with you to address the issues which are preventing your child's full participation at school. In circumstances where a breach of compulsory schooling orders occurs further action may be taken against a parent in the Local Court. The result of court action can be the imposition of a community service order or a fine.

# What age can my child leave school?

All New South Wales students must complete Year 10 or its equivalent. After Year 10, and up until they reach 17 years of age, there are a range of flexible options for students to complete their schooling.

# **Working in Partnership**

The Department of Education and Communities recognises that working collaboratively with students and their families is the best way to support the regular attendance of students at school.

We look forward to working in partnership with you to support your child to fulfil their life opportunities.

If a student misses as little as 8 days in a school term, by the end of primary school they'll have missed over a year of school.

Further information regarding school attendance can be obtained from the following websites:

Policy, information and brochures:

Please visit the Department of Education's *Policy library* 

The school leaving age:
Please visit the Department of
Education's Wellbeing and Learning
website

# Do you need an interpreter?

Interpreting services are available on request, including for the hearing impaired. The Telephone Interpreter Service is available 24 hours a day, seven days a week on 131 450. You will not be charged for this service.

For further advice and questions contact your educational services team

T 131 536

Learning and Engagement

Student Engagement & Interagency Partnerships

T 9244 512

www.dec.nsw.gov.au

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NSW Department of Education and Communities



# Public Schools NSW

# **Individual Health Care Plan Cover sheet**

This template forms the cover sheet for an individual health care plan. Additional information and attachments will be relevant to meet the specific health care needs of the student.

The individual health care plan must address the needs of the student in the context of the school and the activities the student will be involved in. Planning must take into account the student's full range of learning and support needs.

The individual health care plan is developed in consultation with the parent, staff and student, where practicable, and on the basis of information from the student's doctor, provided by the parent.

For more information see <a href="http://www.schools.nsw.edu.au/studentsupport/studenthealth/index.php">http://www.schools.nsw.edu.au/studentsupport/studenthealth/index.php</a> and for students with anaphylaxis see the Anaphylaxis Procedures for Schools.

#### The plan will be reviewed on:

NOTE: Individual health care plans should be reviewed at least annually or when the parent notifies the school that the student's health needs have changed. Principals can also instigate a review of the health care plan at other times.

School	HURLSTONE AGRICULTURAL HIGH SCHOOL	Phone	(02) 9829-9222
Principals Network	GLENFIELD		
Student name		Class	
Date of birth		Medicare number	
ERN/Student number			
Health condition/s			
If anaphylaxis, list the confirmed allergies			
Learning and support needs of the student (including learning difficulties, behaviour difficulties and other disabilities)			
Impact of any of the conditions (as mentioned above) on implementation of this individual health care plan			

Medication/s at school	
Medication supply, storage and replacement. For anaphylaxis this will include the adrenaline autoinjector	
Other support at school	
Parent/Carer contacts:	Parent/Carer information (1)
	First name
	Surname
	Relationship to child
	Address
	Home phone
	Work phone
	Mobile phone
	Parent/Carer information (2)
	First name
	Surname
	Relationship to child
	Address
	Home phone
	Work phone
	Mobile phone:
Emergency contacts (if parent/carer	First name
unavailable)	Surname
	Relationship to child
	Address
	Home phone
	Work phone
	Mobile phone

Medical practitioner / doctor contact:					
	Surname				
	Address				
	Phone				
	Mobile (if known)				
	Email (if known)				
	Fax (if known)				
For students at risk of anaphy					
Emergency Service Cont	ncts: (eg ambulance, local hospital, medical centre)				
1.					
2.					
3.					
In the event an ambulance	s called, schools can print an ambulance report from within ERN for the student.				
Note: If the student is transfer the circumstances, be provide	Special medical notes.  Any special medical notes relating to religion, culture of legal issues, eg. blood transfusions.  Note: If the student is transferred to the care of medical personnel, eg. paramedics this information, will if practicable in the circumstances, be provided to those personnel. It will be a matter for the professional judgment of the medical personnel whether to act on the information.				
Documents attached Please tick which of the following	owing documents are attached as part of the individual health care plan:				
	are/response plan (for anaphylaxis this is the ASCIA Action Plan for Anaphylaxis)				
A statement of the	A statement of the agreed responsibilities of different people involved in the student's support				
A schedule for the	A schedule for the administration of prescribed medication				
A schedule for the	e administration of health care procedures				
An authorisation	for the doctor to provide health information to the school				
Other documents – please specify. Note: For anaphylaxis this should include strategies to minimise the risk of exposure to known allergens and details of communication and staff training strategies. See the Anaphylaxis Procedures for Schools for further information.					

<b>Consultation</b> This individual health care plan has been developed as part of the learning support plan, in consultation with those indicated below and overleaf and with the knowledge and agreement of the student's parent/carer. Information has been provided by:				
Student	☐ Parent/Carer	□GP	☐ Medical specialist	
Department staff involv	red in plan development			
1.			Phone	
2.			Phone	
3.			Phone	
4.			Phone	
5.			Phone	
Health care personnel i Therapist)	nvolved in managing the	e student's health at sc	hool: (eg Community Nurse,	
1.			Phone	
2.			Phone	
3.			Phone	
4.			Phone	
Signature of Parent/Carer:  Date				
Signature of Principal:  Date				
NOTES:				
Information in this individual health and emergency care plan remains specific to meet the needs of the individual student named and should not be applied to the care of any other student with similar health and emergency care needs. All individual health and emergency care plans must take into account issues of confidentiality and privacy to ensure information about the student is treated appropriately.				
The school and the Department are subject to the Health Records and Information Privacy Act 2002. The information on this form is being collected for the primary purpose of ensuring the health and safety of students, staff and visitors to the school. It may be used and disclosed to medical practitioners, health workers including ambulance officers and nurses, government departments or other schools (government and non-government) for this primary purpose or for other related purposes and as required by law. It will be stored securely in the school.				



# Information

FOR PATIENTS, CONSUMERS AND CARERS



# Anaphylaxis fact sheet for parents of children at risk of anaphylaxis

# What is anaphylaxis and how is it treated?

Anaphylaxis is the most severe form of allergic reaction and is potentially life threatening. It usually occurs rapidly after exposure to a food, insect or medicine to which a person may already be allergic. Anaphylaxis must always be treated as a medical emergency and requires immediate treatment with adrenaline (epinephrine). **Adrenaline autoinjectors** are designed to be given by non-medical people, such as parents, school or childcare staff, friends, passers-by or the allergic person themselves (if they are well and old enough). Adrenaline autoinjector devices contain a single, fixed dose of adrenaline that works rapidly to reverse anaphylaxis. Instructions are included on the device labels, on ASCIA Action Plans for Anaphylaxis and on the ASCIA website: www.allergy.org.au/anaphylaxis

lf y	our child has been diagnosed at risk of anaphylaxis, their treating doctor should provide:
	Education on avoidance of known allergens (substances causing the allergic reaction). This is particularly important with anaphylaxis due to food allergy, which can be caused by very small amounts of food or accidental exposure.  Strategies to avoid exposure to known food and insect allergens should be implemented at home and school, preschool or childcare.  Further information is available on the ASCIA website: <a href="www.allergy.org.au/schools-childcare">www.allergy.org.au/schools-childcare</a> Food allergy - <a href="www.allergy.org.au/patients/food-allergy">www.allergy.org.au/patients/food-allergy</a> Insect allergy - <a href="www.allergy.org.au/patients/insect-allergy-bites-and-stings">www.allergy.org.au/patients/insect-allergy-bites-and-stings</a> ASCIA Action Plan for Anaphylaxis. This plan outlines what to do if your child is having an allergic reaction. It must be completed and signed by your child's doctor and stored with the adrenaline autoinjector, even if it is carried by your child. The plan includes personal details, signs of allergic reactions, instructions on how to use the device and whether to give any other medications.  Prescription for two adrenaline autoinjectors. This allows you to keep one with your child at all times (whilst in or out of the home) and another at school or childcare. High school and upper primary school students should usually carry one device on their person, whilst the second one should be kept at school. Two devices are PBS subsidised in Australia and additional devices can be purchased at full price from pharmacies. Further information: <a href="www.allergy.org.au/health-professionals/anaphylaxis-resources/adrenaline-autoinjectors-faqs">www.allergy.org.au/health-professionals/anaphylaxis-resources/adrenaline-autoinjectors-faqs</a> Education on how to use an adrenaline autoinjector. It is recommended that you regularly practice using a trainer version of the adrenaline
	autoinjector that has been prescribed for your child. Trainer versions of the devices do not have a needle and do not contain adrenaline, so
	they can be used repeatedly for practice and to teach family and friends.  Information on medical identification jewellery. This is optional and does not replace the ASCIA Action Plan for Anaphylaxis.
Wł	nat is the role of the parent?
	<b>Notify school principal or preschool/childcare supervisor</b> if your child has been prescribed an adrenaline autoinjector; had previous or subsequent anaphylaxis; has any changes in allergies; and any other health care needs or disabilities (including learning difficulties) that may affect anaphylaxis management.
	Provide an ASCIA Action Plan for Anaphylaxis completed and signed by your child's treating doctor. This should be updated (including photo) when adrenaline autoinjector prescriptions are renewed (usually every 12-18 months) or if allergies change. These plans are medical documents and must not be completed or altered by parents, school staff or childcare staff.
	<b>Provide an adrenaline autoinjector to your child's school, preschool or childcare.</b> Always note the date on the label and replace the device before it expires. Even if your child carries their own adrenaline autoinjector you should provide another adrenaline autoinjector to the school. This is required in case your child does not have it on them when needed.
	Assist in the development of an Individual Health Care Plan or Risk Minimisation Plan. This is a plan that school, preschool or childcare
	staff develop to support your child's health care needs. <b>Age appropriate education.</b> Educate your child about how to avoid known allergens and why it is important. Remind them that if they feel sick, they should immediately tell someone nearby, such as a teacher or other adult. Assure them it is the right thing to do, and they should not be afraid of getting into trouble for doing this.
Wł	nat are the responsibilities of your child's school, preschool or childcare service?
	Training of staff in awareness, management, recognition and emergency treatment for anaphylaxis.  Implementation of strategies to minimise risk of accidental exposure to known allergens, including special events such as excursions.  Appropriate storage of adrenaline autoinjectors with an ASCIA Action Plan for Anaphylaxis in an easily accessible location, out of direct sunlight and heat. Staff also need to know the agreed location (e.g. pocket, beltbag, school bag) of the devices that are carried by students.
Fu	rther information
	Australasian Society of Clinical Immunology and Allergy (ASCIA) <u>www.allergy.org.au</u>
	Professional medical organisation that provides e-training, health professional resources, information for patients and consumers  Allergy & Anaphylaxis Australia <a href="https://www.allergyfacts.org.au">www.allergyfacts.org.au</a>
_	National patient support organisation that provides advice and resources on allergy and anaphylaxis
	Food Standards Australia and New Zealand (FSANZ) <a href="https://www.foodstandards.org.au">www.foodstandards.org.au</a> Provides information about food labelling laws and food allergens on food labels



# ACTION PLAN FOR





Name:			
Date of	f birth: _		
		Photo	
			J

Confirmed allergens:

Family/emergency contact name(s):
Work Ph:
Home Ph:
Mobile Ph:

Plan prepared by doctor or nurse practitioner (np):

#### The treating doctor or np hereby authorises:

- · Medications specified on this plan to be administered according to the plan.
- · Prescription of 2 adrenaline autoinjectors.
- Review of this plan is due by the date below. Date:

Signed:

Date: \_

# How to give EpiPen® adrenaline (epinephrine) autoinjectors



Form fist around EpiPen® and PULL OFF BLUE SAFETY RELEASE



Hold leg still and PLACE ORANGE END against outer mid-thigh (with or without clothing)



PUSH DOWN HARD until a click is heard or felt and hold in place for 3 seconds REMOVE EpiPen®

EpiPen® is prescribed for children over 20kg and adults. EpiPen®Jr is prescribed for children 7.5-20kg.

# SIGNS OF MILD TO MODERATE ALLERGIC REACTION

- Swelling of lips, face, eyes
- Hives or welts

- Tingling mouth
- · Abdominal pain, vomiting (these are signs of anaphylaxis for insect allergy)

# ACTION FOR MILD TO MODERATE ALLERGIC REACTION

- For insect allergy flick out sting if visible
- For tick allergy seek medical help or freeze tick and let it drop off
- Stay with person and call for help
- Locate adrenaline autoinjector
- Phone family/emergency contact

Mild to moderate allergic reactions (such as hives or swelling) may not always occur before anaphylaxis

# WATCH FOR ANY ONE OF THE FOLLOWING SIGNS OF ANAPHYLAXIS (SEVERE ALLERGIC REACTION)

- Difficult/noisy breathing
- Swelling of tongue
- Swelling/tightness in throat
- Wheeze or persistent cough
- Difficulty talking and/or hoarse voice
- Persistent dizziness or collapse
- Pale and floppy (young children)

# **ACTION FOR ANAPHYLAXIS**

# 1 Lay person flat - do NOT allow them to stand or walk

- If unconscious, place in recovery position
- If breathing is difficult allow them to sit







- 2 Give adrenaline autoinjector
- 3 Phone ambulance 000 (AU) or 111 (NZ)
- 4 Phone family/emergency contact
- 5 Further adrenaline doses may be given if no response after 5 minutes
- 6 Transfer person to hospital for at least 4 hours of observation

# If in doubt give adrenaline autoinjector

Commence CPR at any time if person is unresponsive and not breathing normally

**ALWAYS** give adrenaline autoinjector FIRST, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has SUDDEN BREATHING DIFFICULTY (including wheeze, persistent cough or hoarse voice) even if there are no skin symptoms

sthma reliever	medication	prescribed:	ΠY	

- If adrenaline is accidentally injected (e.g. into a thumb) phone your local poisons information centre.
- Continue to follow this action plan for the person with the allergic reaction.



# ACTION PLAN FOR Allergic Reactions



# www.allergy.org.au

Name:	
Date of birth:	_
Photo	
Confirmed allergens:	
Family/emergency contact name(s):	
	-
Work Ph:	-
Mobile Ph:	
Plan prepared by doctor or nurse practitioner (np):	П
The treating doctor or np hereby authorises:  • Medications specified on this plan to be administered according to the plan.  • Use of adrenaline autoinjector if available.  • Review of this plan is due by the date belo	w.
Signed:	. 1
Date:	1
Note: This ASCIA Action Plan for Allergic Reactions is for people with mild to moderate allergies, who need to avoid certain allergens.  For people with severe allergies (and at risk of anaphylaxis) there are red ASCIA	
Action Plans for Anaphylaxis (brand specific or generic versions) for use with adrenaline (epinephrine) autoinjectors.	
Instructions are on the device label.	

Adrenaline autoinjectors (300 mcg) are

adults. Adrenaline autoinjectors (150 mcg) are prescribed for children 7.5-20kg.

prescribed for children over 20kg and

SIGNS	OF MILD	TOM	ODEDATE	ALLEDGIC	REACTION
CRIDIC	OF WILD		ODEKAIE	ALLEKUIC	KEACIION

- Swelling of lips, face, eyes
- Hives or welts

- Tingling mouth
- Abdominal pain, vomiting (these are signs of anaphylaxis for insect allergy)

# ACTION FOR MILD TO MODERATE ALLERGIC REACTION

- For insect allergy flick out sting if visible
- For tick allergy seek medical help or freeze tick and let it drop off
- Stay with person and call for help
- Give other medications (if prescribed)......
- Phone family/emergency contact

Mild to moderate allergic reactions (such as hives or swelling) may not always occur before anaphylaxis

# WATCH FOR ANY ONE OF THE FOLLOWING SIGNS OF ANAPHYLAXIS (SEVERE ALLERGIC REACTION)

- Difficult/noisy breathing
- Swelling of tongue
- Swelling/tightness in throat
- Wheeze or persistent cough
- Difficulty talking and/or hoarse voice
- Persistent dizziness or collapse
- Pale and floppy (young children)

# **ACTION FOR ANAPHYLAXIS**

# 1 Lay person flat - do NOT allow them to stand or walk

- If unconscious, place in recovery position
- If breathing is difficult allow them to sit







- 2 Give adrenaline (epinephrine) autoinjector if available
- 3 Phone ambulance 000 (AU) or 111 (NZ)
- 4 Phone family/emergency contact
- 5 Transfer person to hospital for at least 4 hours of observation

# If in doubt give adrenaline autoinjector

Commence CPR at any time if person is unresponsive and not breathing normally

**ALWAYS** give adrenaline autoinjector FIRST if available, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has SUDDEN BREATHING DIFFICULTY (including wheeze, persistent cough or hoarse voice) even if there are no skin symptoms Asthma reliever medication prescribed: Y N

- If adrenaline is accidentally injected (e.g. into a thumb) phone your local poisons information centre.
- Continue to follow this action plan for the person with the allergic reaction.

# **ASTHMA ACTION PLAN**

Take this ASTHMA ACTION PLAN with you when you visit your doctor



NAME DATE NEXT ASTHMA CHECK-UP DUE	DOCTOR'S CONTACT D	ETAILS	EMERGENCY CONTACT DETAILS  Name  Phone  Relationship	
WHEN WELL Asthma under	er control (almost no syn	nptoms)	ALWAYS CARRY YOUR RELIEVER WITH YO	υU
Your preventer is:  [NAME & STRENGTH]  Take puffs/tablets  Use a spacer with your inhaler  Your reliever is:  [NAME]  Take puffs  When: You have symptoms like wheezing, coughing Use a spacer with your inhaler	times every day	OTHER INSTRUCTIONS (e.g. other medicines, trigg	Peak flow* (if used) above:  S ger avoidance, what to do before exercise)	
	ng up with asthma, asthm NGTH) times every day	OTHER INSTRUCTIONS	Peak flow* (if used) between and	.or
Take				
IF SYMPTOMS GET W			ng reliever again within 3 hours, poften at night with asthma symptoms)	
Keep taking preventer:  [NAME & STRE]  Take puffs/tablets	times every day	OTHER INSTRUCTIONS (e.g. other medicines, when Prednisolone/predniso	n to stop taking extra medicines)	ay
□ Use a spacer with your inhaler  Your reliever is:  [NAME]  Take puffs			each morning for day	/S
☐ Use a spacer with your inhaler				



Asthma emergency (severe breathing problems, symptoms get worse very quickly, reliever has little or no effect)

DIAL 000 FOR **AMBULANCE** 

Peak flow (if used) below:

Call an ambulance immediately Say that this is an asthma emergency Keep taking reliever as often as needed

☐ Use your adrenaline autoinjector (EpiPen or Anapen)

NationalAsthma CouncilAustralia

nationalasthma.org.au

# ASTHMA ACTION PLAN what to look out for

# WHEN



#### THIS MEANS:

- you have no night-time wheezing, coughing or chest tightness
- you only occasionally have wheezing, coughing or chest tightness during the day
- you need reliever medication only occasionally or before exercise
- you can do your usual activities without getting asthma symptoms

# WHEN NOT WELL



#### THIS MEANS ANY ONE OF THESE:

- you have night-time wheezing, coughing or chest tightness
- you have morning asthma symptoms when you wake up
- you need to take your reliever more than usual
- your asthma is interfering with your usual activities

THIS IS AN ASTHMA FLARE-UP

# IF SYMPTOMS GET WORSE



#### **THIS MEANS:**

- you have increasing wheezing, cough, chest tightness or shortness of breath
- you are waking often at night with asthma symptoms
- you need to use your reliever again within 3 hours

THIS IS A SEVERE ASTHMA ATTACK (SEVERE FLARE-UP)

# DANGER SIGNS



# **THIS MEANS:**

- your symptoms get worse very quickly
- you have severe shortness of breath, can't speak comfortably or lips look blue
- you get little or no relief from your reliever inhaler

CALL AN AMBULANCE IMMEDIATELY: DIAL 000 SAY THIS IS AN ASTHMA EMERGENCY

DIAL 000 FOR AMBULANCE

# ASTHMA MEDICINES

#### **PREVENTERS**

Your preventer medicine reduces inflammation, swelling and mucus in the airways of your lungs. Preventers need to be taken **every day**, even when you are well.

Some preventer inhalers contain 2 medicines to help control your asthma (combination inhalers).

#### **RELIEVERS**

Your reliever medicine works quickly to make breathing easier by making the airways wider.

**Always carry your reliever with you** – it is essential for first aid. Do not use your preventer inhaler for quick relief of asthma symptoms unless your doctor has told you to do this.

To order more Asthma Action Plans visit the National Asthma Council website.

A range of action plans are available on the website –

please use the one that best suits your patient.

nationalasthma.org.au

Developed by the National Asthma Council Australia and supported by GSK Australia.

National Asthma Council Australia retained editorial control. © 2015



<b>HAHS Canteen Price List</b>		Salad Box with Salmon	\$8.00	$\mathcal{E}$	\$5.00
Effective 27 May 2019		Forks and Spoons	\$0.15		\$5.00
SANDWICHES				Ravioli	\$5.00
Salad	\$4.00	CAKES & SNACKS		Chicken Burger	\$5.00
Salad and Cheese	\$4.50	Cheese and Bacon Roll	\$3.00	$\mathcal{E}$	\$5.00
Salad and Egg	\$4.50	Muffins (large)	\$2.50		\$5.00
Salad and Ham	\$5.50	Chips (small)	\$1.50		\$5.00
Salad and Chicken	\$5.50	Other Assorted Chips/Crisps	\$1.00		\$2.00
Chicken	\$4.50			Beef Pie	\$4.50
Chicken, Lettuce and Mayo	\$5.00	DRINKS		Potato Pie	\$4.50
Ham	\$4.50	Plain Milk 300ml	\$1.50		\$4.50
Ham and Cheese	\$5.00	Plain Milk 600ml	\$2.00	Traveller Pies	\$4.50
Ham and Tomato	\$5.00	Flavoured Milk 600ml	\$3.50	Sausage Roll	\$4.50
Egg	\$3.00	Juice	\$3.50	Spinach and Ricotta Roll	\$4.50
Egg, Lettuce and Mayo	\$4.00	Water	\$1.50	Noodles	\$3.50
Cheese	\$3.00	Soft Drinks (no sugar)	\$4.00	Cheesy Bread	\$2.00
Cheese and Tomato	\$4.00	Coffee, Tea, Hot Choc	\$2.00	Garlic Bread	\$2.00
Tuna	\$4.50	Up and Go	\$2.50	Flaming Wings	\$1.50
Tuna, Lettuce and Mayo	\$5.00	Iced Teas	\$3.00 - \$4.00	Hot Dog (with Sauce)	\$3.00
Salmon	\$6.00	Aloe Drinks	\$3.00 - \$4.00	Hot Dog with Cheese	\$3.50
Vegemite	\$2.50			Hash Browns	\$0.75
Ham, Cheese, Lettuce and Tomato	\$5.00	OTHER ITEMS		BBQ Pork Riblets	\$4.00
Train, cheese, Lettuce and Tomato	ψ3.00	Fresh Fruit Salad	\$3.00	Pork Riblet Roll	\$5.00
Add 80c for rolls and wraps		Frozen Yoghurt	\$2.50	Spring Rolls (4)	\$1.00
Additional vegetable fillings 30c each	1	Ice Blocks & Ice Creams	25c to \$4.00	Samosas	\$1.00
Additional ham, chicken, tuna, chees				Mini Sausage Rolls	\$1.00
\$1.00 each	-7 - 88	SPECIAL ITEMS		Mini Spinach & Ricotta Triangl	es \$1.00
Additional Salmon \$2.00 each		Homemade Pizza (Veg)	\$1.50	Hommus with Crisps & Veg	\$3.00
		Ham & Pineapple Pizza	\$2.50	, ,	
Plain Roll	\$1.00	Meat lovers Pizza Slab	\$2.50	Don't want to queue at lunchtin	e? Order your
Buttered bread (2 slices)	\$1.00	Sushi (when available)	\$4.00 - \$6.50		•
Salad Bowl – small	\$3.00	,		lunch choice!	·
Salad Box – large	\$5.50	<b>Dressing Sachets:</b>			
Salad Box with Ham	\$7.00	Salad Dressing	\$0.40	Be alert for Daily Spe	cials
Salad Box with Chicken	\$7.00	Tomato or BBQ Sauce	\$0.35	<i>J J I</i>	
Salad Box with Tuna	\$7.50	HOT FOOD			

# **UNIFORM SHOP PRICE LIST (at 1/10/19)**

Prices subject to change

**Boys Uniform** 

Shirt	Khaki	10 – 14	\$34
		16 – 28	\$38
	Long Sleeve Grey/White	10 – 28	\$29
	Short Sleeve White	14 28	\$27
Shorts	Wash and Wear	Boys 6 - 16	\$40
		Mens 4 - 9	\$42
Trousers		Boys 8 -18	\$56
		Mens 3 - 81/4	\$58
Socks	Khaki	2-8, 8-11, 11-14	\$20
	Grey	2 - 8, 8 - 11, 11 - 14	\$11

# Girls Uniform

Dress	Junior -	6 – 18	\$96
		20+	\$98
	Senior	6 – 18	\$96
		20+	\$98
Pants	Junior & Senior	6 - 20	\$53
Skirt	Junior & Senior	Up to size 16	\$102
		size 18 and over	\$107
Blouse	Summer Junior Short Sleeved	8 – 20	\$33
	Winter Junior Long Sleeved	4 – 22	\$33
	Senior Short Sleeved	6 – 26	\$33
	Senior Long Sleeved	6 – 26	\$35
Shorts	Junior & Senior	8 - 20	\$41
Tights	Nylon/Lycra Grey or Navy	S, Av, T, XT.	\$10
	Cotton/Lycra Grey or Navy	S, Av, T, XT.	\$24

# All Students

Blazer		Girls 30 - 40, Boys 12 - 18 Girls 42 - 46, Boys 19 - 26	\$230 \$245
Jumpers		8 - 22 24 - 28	\$95 \$98
Socks	White Red Robin Long White Pack	13 - 3, 2 - 8, 7 - 11, 11+ 13 - 3, 2 - 8, 7 - 11	\$8 3 for \$16
Ties	Junior Senior		\$19 \$19
Caps Hats	Boys & Girls - wool Boys' Cricket		\$18 \$32

**Sports Uniform** 

Sports	T-Shirt	8C – XXL	\$38
	Short	8C – XXL	\$30
	Tracksuit Jacket	8C – XXL	\$84
	Tracksuit Pants	8C – XXL	\$49
	Tracksuit Jersey	75 – 125	\$84

# Other Items

Scarves	Navy – Boys & Girls		\$10
Gloves	Navy – Boys & Girls		\$6
Leather Belts	Black - Boys		\$20
Materials – to be ordered	Junior – Summer Junior & Senior Winter	per metre per metre	\$19 \$35

Second Hand Clothing available in all items.

Lay-By 2 months with deposit or 2 weeks without deposit

Shop Phone Number: (02) 9829 9251

# **Opening Times:**

Terms 1, 2 & 4:

Term 3:

Monday	10:00 am - 4:00 pm
Tuesday	10:00 am - 3:30 pm
Wednesday	8:00 am - 3:30 pm
Friday	8:00 am - 4:00 pm

Monday 10:00 am - 4:00 pm Wednesday 8:00 am - 3:30 pm Friday 8:00 am - 4:00 pm