

# Benalla P-12 College

Acting Executive Principal - Kylie Cotter

## A MESSAGE FROM OUR PRINCIPAL

### COLLEGE VISION

*'Benalla P-12 College ensures that every child learns and is prepared for the future through a commitment to excellence in teaching, high expectations and positive relationships in a safe and inclusive environment'*

Dear parents and carers,

It is hard to believe we are already past the halfway point of Term 3. It has been a tough time for the Benalla community the last few weeks, it is times like this that you really see everyone come together and support each other. Our thoughts are still with those that have been impacted by the events of recent weeks. We had our second Meet and Greet last week, an opportunity for the parent community to join with myself, Assistant Principals, and some teaching staff, to get a bit of an insight into what has been going on in the school and to chat. We were at Waller and the campus leaders ran a presentation on the Grade 3/4 camp and the wonderful Stephaie Alexander kitchen and garden, we even got to taste some of the things they created in the kitchen. I look forward to the next one in Term 4 which will be at Avon.

### STEAM Building

The official opening of the STEAM building at Faithfull has been set. The building will be opened by the Member for Northern Victoria Jaclyn Symes. The ceremony will take place Thursday 14<sup>th</sup> September, starting 10am.

### Digital Learning Policy

The Digital Learning Policy has been recently reviewed, please familiarise yourself with the policy. If you have any questions or feedback please email [Benalla.p12@education.vic.gov.au](mailto:Benalla.p12@education.vic.gov.au)

### 2023 Parent / Caregiver / Guardian Opinion Survey

Our school is conducting a survey to find out what parents / caregivers / guardians think of our school. The Parent / Caregiver / Guardian Opinion Survey is an annual survey offered by the Department of Education that is designed to assist schools in gaining an understanding of families' perceptions of school climate, student behavior, and student engagement. The survey is optional but we encourage all families to participate. Our school will use the survey results to help inform and direct future school planning and improvement strategies.

All families are invited to participate in the survey. **Please refer to the invitation letter which was sent out recently via COMPASS with log in details.**

The Parent / Caregiver / Guardian Opinion Survey will be open from **Monday 7 August to Friday 8 September 2023.**



## DATES TO REMEMBER

Monday August 21

• Business Management Market

Tuesday August 22

• Prep buddy Activities

Wednesday August 23

• OES Rafting- King River  
• Melbourne Stars visit Avon & Waller St Campus

Thursday August 24

Faithfull St Book Week Dress Up Day

Friday August 25

P-2 Cross Country

Monday August 28

Year 11 English SAC

## Our College Values

Respect

Responsibility

High Expectations

Integrity



Email: [benalla.p12@education.vic.gov.au](mailto:benalla.p12@education.vic.gov.au)  
Web: [www.benallap12.vic.edu.au](http://www.benallap12.vic.edu.au)

The survey will be conducted **online**, only takes **20 minutes** to complete, and can be accessed at any convenient time within the survey period on desktop computers, laptops, tablets or smartphones. The online survey will be available in English and 10 other languages including Arabic, Greek, Hakha Chin, Hindi, Japanese, Punjabi, Simplified Chinese, Somali, Turkish, and Vietnamese.

Regards,  
Kylie Cotter  
Acting Principal

**Benalla P12 Kokoda  
Fundraising  
PRESENTS**

# Trivia Night and Auction!

**25th AUGUST**

**6:30pm Avon st Campus**

CONTACT MOLLY OR TEAGAN FOR BOOKINGS  
PH 5761 2777  
[tegan.vogel@education.vic.gov.au](mailto:tegan.vogel@education.vic.gov.au)  
[maria.craig@education.vic.gov.au](mailto:maria.craig@education.vic.gov.au)

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## Tickets \$15



Follow us on  
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**2024 Enrolments  
Now Open**

Book your School Tour Today  
Phone 5761 2777

Avon Street Campus option 5  
Waller Street Campus option 4  
Clarke Street Campus option 3

## Notify the school of your child's absence

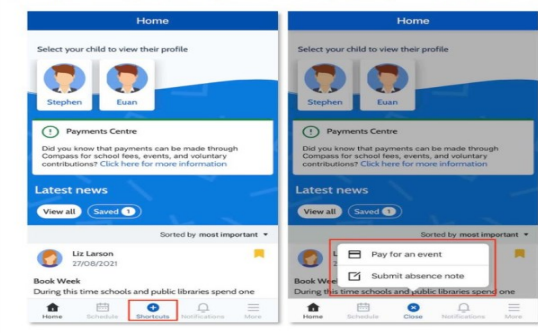
Protecting the safety and well-being of children through the reporting and monitoring of absenteeism is the responsibility of both parents/carers and schools.

Please remember to call the school on 0357612777 or log your child's absence using our school's IT platform Compass early in the morning if your child is going to be away or late for school so your child's absence can be recorded correctly.

## Adding an attendance note is as easy as 1, 2, 3.....

1. Open Compass App
2. Click on shortcuts
3. Submit attendance note

The 'Shortcuts' button gives parents quick access to add an attendance note or pay for an event.



BENALLA P-12 UNIFORM SHOP  
OPEN DAYS  
FAITHFULL STREET

dates  
to  
Remember

The Uniform Shop is open  
every

Wednesday 2.30pm-5.30pm  
&  
Friday 8.00am-12.00pm

Uniforms can be  
ordered through  
the QKR app



### Step 1 Download Qkr!

On your Android phone or iPhone, iPad users can download iPhone app

### Step 2 Register

Select your Country of Residence as 'Australia' and follow the steps to register

### Step 3 Find our School

Benalla P-12 College will appear in 'Nearby Locations' if you are within 10km of the school, or search for our school by name.

### Step 4 Register your children

When first accessing our school you will be prompted to add a student profile for your child. This allows you to make orders and payments for them

### You're now ready to order uniforms

- Select Menu
- Click on Uniform
- View menu
- Select items
- Add to cart
- Checkout and pay with credit card



TERM 3 DATES, MONDAY JULY 10- FRIDAY SEPTEMBER 15





On Tuesday 1<sup>st</sup> of August the Year 12s visited their Prep buddies at the Waller and Avon Street Campuses. The year 12s celebrated the prep students' achievements of completing 100 days of prep by making paper crowns together. The students would like to thank the prep teachers for assisting in their visit and are looking forward to seeing their buddies again soon!



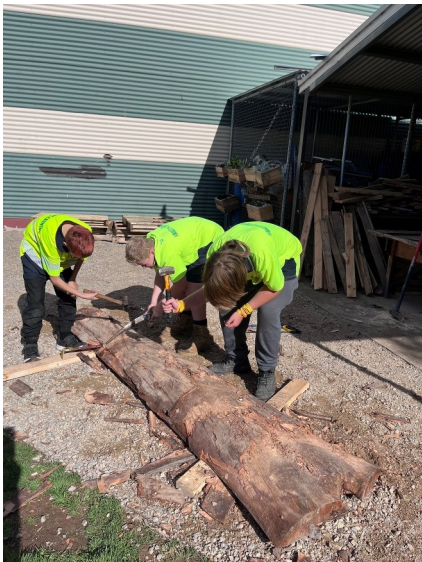
CONGRATULATIONS TO OUR STUDENTS OF THE WEEK





# HANDS ON LEARNING

The Hands on Learning students have been very busy over the last term designing and constructing raised garden beds for the indigenous bush tucker garden to be installed at the Avon Street campus. Some students have been very creative by burning their totem designs into a red gum timber slab to create a welcoming sign for the garden. Other students have been constructing wire tree guards from upcycled materials learning some farm fencing skills. A range of native plants have been propagated from numerous sources and grown on to prepare them for planting out into the various garden environments within the space at Avon Street. It will be a busy time installing and planting out over the next term.



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STUDENTS OF THE WEEK



Follow us on  
**Instagram**



every day counts





Follow us on  
**Instagram**



every day counts



Clarke Street Students have been busy in art experimenting with different contrast and fine detail in black and white. They are creating amazing artwork and thoroughly enjoying the learnings (photos attached).

Tuesday August 1<sup>st</sup> was World Scout Scarf Day so Jillian and Abby proudly wore their scarf to school (photo attached).

Last Term we were fortunate to have the first of 3 Career Days, which have been organised by Tomorrow Today Foundation. Tuesday 5<sup>th</sup> September is our second day, with students visiting some local workplaces to experience a combination of hands-on learning, workshops, and the chance to talk face-to-face with staff in various roles. Consent Forms are being sent home to be signed and returned in readiness.





## INTERVIEW 2 IMPRESS AT MICROSOFT

After a late start and traffic issues heading into the city, an enthusiastic group of Year 10s and 11s made their way to Southbank to the offices of Microsoft Australia. As part of a partnership with the Australian Business and Community Network, students were taking part in the Interview 2 Impress program and the mentors for the program were employees of Microsoft. Students and mentors worked together to find out more about each other and the best way to present themselves and speak about themselves in an interview. Students then undertook mock job interviews and received feedback from their mentors. Students were lucky to finish the day with a tour of the offices.

Huge thanks to ABCN for organising the program and to Microsoft for allowing us to come into their workplace and to NE Tracks LLEN for supporting our students to attend.



## HEALTH CAREERS FORUM

Careers in the health field are wide and varied and at a recently held day in Wangaratta, senior students had the opportunity to attend workshops and information sessions about many jobs in health. Students attended sessions to find out about career pathways in Nutrition, Mental Health, Chiropractic, Occupational Therapy, General Practice, Radiography, Pharmacy, Midwifery and Physiotherapy.

Students enjoyed the day in order to find out about areas that they might like to pursue in the future. Thanks to Ms Legg for taking the students and NE Tracks LLEN for organising the event.





## Student of the Week Term 3 Week 3



Year 10  
Skylah Bull



Year 11  
Benjamin Spinks



Year 12  
Kaitlyn Barrow-Glass

## Students of the Week - Term 3 Week 4



Year 10  
Jordan Higgins



Year 11  
Jett Buntine



Year 11  
Charlie Rose-Smith



Year 12  
Ebony Armstrong







"When the path is darkest, let us walk with you"

Join us as we march in support of those touched by suicide

# MARCH ACROSS THE MONASH

**FREE COMMUNITY EVENT**  
**Saturday 9th of SEPTEMBER 2023**  
**10:30 am - 2pm**

- 10:30 am** Meet at the Benalla Botanical Gardens  
Opening Ceremonies and entertainment  
Lived experience speakers from our community
- 11:15 am** **Remembrance Walk across Monash Bridge**
- 11:45 am** Free Sausage Sizzle at Brick by Brick Hub  
Family activities and games

**Walk for Awareness,  
Walk for Prevention,  
Walk to Remember!!**



BSPAN acknowledges the traditional owners of country throughout Australia and pay our respect to Elders past, present and emerging.



# 2023 SPRING COMPETITION

Juniors and Ladies Netball  
starting

**Tuesday 22nd  
August**

Registrations close Thursday  
17th August



## CHILD EMPLOYMENT – AN OVERVIEW HOW TO LEGALLY EMPLOY CHILDREN UNDER THE AGE OF 15

From 1 July 2023 the employment of children under 15 years of age in Victoria will be regulated under The Child Employment (Amendment) Act 2022.

The Act improves the regulation of child employment, strengthens protection for children in the workplace and makes it simpler for employers to understand their obligations when employing children under the age of 15 years.

The Wage Inspectorate Victoria is responsible for enforcing compliance with the Act.

### A NEW LICENSING SYSTEM WILL REPLACE THE CURRENT PERMIT SYSTEM

From 1 July 2023, all businesses employing children under 15 years old will require a Child Employment Licence. This will replace the existing Child Employment Permit. Once the Child Employment Licence is granted, employers will be able to employ multiple children under the one licence. This licence may have certain conditions attached.

Employers can apply for a 24-month licence for their business. Employers with businesses operating in the entertainment industry can apply for a 12-month licence.

The new system introduces a 'fit and proper person' test which includes, among other things, consideration of an employer's compliance with child employment and other relevant workplace laws. See overleaf for more information.

There are new roles for 'nominated officers' under the Act. The nominated officer is a delegate of the employer who will be responsible for ensuring that the Act and any licence conditions are met.

There will be a public register of all child employment licence holders on the Wage Inspectorate's website.

**FIND OUT MORE HERE:**  
[www.vic.gov.au/changes-child-employment-act](http://www.vic.gov.au/changes-child-employment-act)

**DO YOU HAVE FURTHER QUESTIONS?  
SPEAK DIRECTLY TO THE WAGE INSPECTORATE:**  
[www.vic.gov.au/contact-wage-inspectorate-victoria](http://www.vic.gov.au/contact-wage-inspectorate-victoria)

### IS YOUR WORKPLACE EQUAL AND FAIR?

Check your Fair Work compliance here:  
[fairwork.gov.au](http://fairwork.gov.au)  
[calculate.fairwork.gov.au](http://calculate.fairwork.gov.au)

## CHILD EMPLOYMENT REQUIREMENTS

If you're considering employing someone under the age of 15, you need to be aware of the following requirements.

### THE MINIMUM AGE OF EMPLOYMENT IN VICTORIA IS 13

This includes employing children to do delivery work. To employ children without a licence they must be 15 years and older.

### SUPERVISION

From 1 July 2023, children are required to be supervised by someone who holds a current employee Working with Children Check.

Supervisors of children under 15 in the workplace will now be required to be 18 years or older.

### MOST TYPES OF EMPLOYMENT WILL REQUIRE A LICENCE

You must obtain a licence from Wage Inspectorate Victoria prior to the employment commencing. This includes paid and voluntary work.

Employing a child without a licence is a criminal offence and may attract a penalty.



### WORKING CONDITIONS FOR CHILDREN

- During school term children can be employed for a maximum of 3 hours per day and 12 hours per week.
- During school holidays children can be employed for a maximum of 8 hours per day and 30 hours per week.
- These hours are inclusive of rest breaks.
- Children may not work before 6am or after 9pm.
- Children must have a 30 minute rest break for every 3 hours of work.
- There must be a minimum of 12 hours in between their shifts.
- Children may not be employed during school hours on a school day.

## OFFENCES AND PENALTIES FOR BREACHES OF THE CHILD EMPLOYMENT ACT

### Offences include:

- Obstructing or hindering a child employment officer
- Breaching a licence condition
- Employing or allowing a child to be employed without a licence
- Employing a child without observing the general and/or special conditions of employment
- Employing a child in prohibited employment
- Allowing a person who is not considered to be suitable to have direct supervision or control of a child

Penalties for these and other offences range from \$1,000 to \$10,000.



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# Want \$500 to help you with school costs?



Saver Plus is a financial education program for families and individuals on a tight budget to develop life-long savings habits.

## To join Saver Plus, you must:

- ✓ Have a current Health Care or Pensioner Concession Card **AND** an eligible Centrelink payment\*
- ✓ Be studying yourself **OR** have a child in school (can be starting school next year)
- ✓ Have regular income from work (either yourself or your partner)\*
- ✓ Be 18+ years old

\*Many types of income and Centrelink payments are eligible

## Here are some of the school costs the \$500 can be used for:



laptops & tablets



uniforms & shoes



books & supplies



sports fees & gear



lessons & activities



camps & excursion

## For more information, please contact your local Saver Plus coordinator:



Jade or Sharon



[enquiriesp@berrystreet.org.au](mailto:enquiriesp@berrystreet.org.au)



1300 6100 355

DELIVERED BY

**BERRY STREET**

Find out more  
at [saverplus.org.au](http://saverplus.org.au)

Saver Plus is an initiative of the Brotherhood of St Laurence and ANZ and delivered in partnership with local community organisations. The program is funded by ANZ and the Australian Government Department of Social Services.



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# DIGITAL LEARNING (INTERNET, SOCIAL MEDIA AND DIGITAL DEVICES)

## PURPOSE

To ensure that all students and members of our college community understand:

- (a) our commitment to providing students with the opportunity to benefit from digital technologies to support and enhance learning and development at school
- (b) expected student behaviour when using digital technologies including the internet, social media, and digital devices (including computers, laptops, tablets)
- (c) the college's commitment to promoting safe, responsible and discerning use of digital technologies, and educating students on appropriate responses to any dangers or threats to wellbeing that they may encounter when using the internet and digital technologies
- (d) our college's policies and procedures for responding to inappropriate student behaviour on digital technologies and the internet
- (e) the various Department policies on digital learning, including social media, that our college follows and implements when using digital technology
- (f) our college prioritises the safety of students whilst they are using digital technologies

## SCOPE

This policy applies to all students and staff at Benalla P-12 College.

Staff use of technology is also governed by the following Department policies:

- [Acceptable Use Policy for ICT Resources](#)
- [Cybersafety and Responsible Use of Digital Technologies](#)
- [Digital Learning in Schools](#) and
- [Social Media Use to Support Student Learning](#).

Staff, volunteers and school councillors also need to adhere to codes of conduct relevant to their respective roles. These codes include:

- Benalla P-12 College Child Safety Code of Conduct
- [The Victorian Teaching Profession Code of Conduct](#) (teaching staff)
- [Code of Conduct for Victorian Sector Employees](#) (staff)
- [Code of Conduct for Directors of Victorian Public Entities](#) (school councillors)

## DEFINITIONS

For the purpose of this policy, “digital technologies” are defined as digital devices, tools, applications and systems that students and teachers use for learning and teaching; this includes Department-provided software and locally sourced devices, tools and systems.



## POLICY

### Vision for digital learning at our college

The use of digital technologies is a mandated component of the Victorian Curriculum F-10.

Safe and appropriate use of digital technologies, including the internet, apps, computers and tablets, can provide students with rich opportunities to support learning and development in a range of ways.

Through increased access to digital technologies, students can benefit from learning that is interactive, collaborative, personalised, engaging and transformative. Digital technologies enable our students to interact with and create high quality content, resources and tools. It also enables personalised learning tailored to students' particular needs and interests and transforms assessment, reporting and feedback, driving new forms of collaboration and communication.

Benalla P-12 College believes that the use of digital technologies at school allows the development of valuable skills and knowledge and prepares students to thrive in our globalised and inter-connected world. Our college's vision is to empower students to use digital technologies safely and appropriately to reach their personal best and fully equip them to contribute positively to society as happy, healthy young adults.

### Optional BYOD Program

Students in Year 10-12 can bring a device to school and have it connected to the college network. Permitted devices include an iPad or laptop (Windows, Chromebook or Mac). Other devices may be connected at the discretion of the Principal.

### Safe and appropriate use of digital technologies

Digital technologies, if not used appropriately, may present risks to users' safety or wellbeing. At Benalla P-12 College we are committed to educating all students to use digital technologies safely, equipping students with the skills and knowledge to navigate the digital world.

At Benalla P-12 College, we:

- use online sites and digital tools that support students' learning, and focus our use of digital technologies on being learning-centred
- use digital technologies in the classroom for specific purpose with targeted educational or developmental aims
- supervise and support students using digital technologies for their schoolwork
- effectively and responsively address any issues or incidents that have the potential to impact on the wellbeing of our students
- have programs in place to educate our students to be safe, responsible and discerning users of digital technologies, including [insert details of specific programs]
- educate our students about digital issues such as privacy, intellectual property and copyright, and the importance of maintaining their own privacy and security online



- actively educate and remind students of our *Student Engagement* policy that outlines our College's values and expected student behaviour, including online behaviours
- have an Acceptable Use Agreement outlining the expectations of students when using digital technologies for their schoolwork
- use clear protocols and procedures to protect students working in online spaces, which includes reviewing the safety and appropriateness of online tools and communities and removing offensive content at the earliest opportunity
- educate our students on appropriate responses to any dangers or threats to wellbeing that they may encounter when using the internet and other digital technologies
- provide a filtered internet service at school to block access to inappropriate content
- refer suspected illegal online acts to the relevant law enforcement authority for investigation
- support parents and carers to understand the safe and responsible use of digital technologies and the strategies that can be implemented at home through regular updates in our newsletter, information sheets, website/school portal and information sessions.

Distribution of college owned devices to students and personal student use of digital technologies at school will only be permitted where students and their parents/carers have completed a signed Acceptable Use Agreement.

The College may agree to loan out digital devices to students for home use under certain circumstances. These will be looked at on a case by case basis and will be approved by the Principal.

It is the responsibility of all students to protect their own password and not divulge it to another person. If a student or staff member knows or suspects an account has been used by another person, the account holder must notify the IT department or Sub-School as appropriate, immediately.

All messages created, sent or retrieved on the college's network are the property of the college. The college reserves the right to access and monitor all messages and files on the computer system, as necessary and appropriate. Communications including text and images may be required to be disclosed to law enforcement and other third parties without the consent of the sender.

Information on supervision arrangements for students engaging in digital learning activities is available in our Yard Duty and Supervision Policy.

### Social media use

Our college follows the Department's policy on [Social Media Use to Support Learning](#) to ensure social media is used safely and appropriately in student learning and to ensure appropriate parent notification occurs or, where required, consent is sought. Where the student activity is visible to the public, it requires consent.

In accordance with the Department's policy on social media, staff will not 'friend' or 'follow' a student on a personal social media account, or accept a 'friend' request from a student using a personal social media account unless it is objectively appropriate, for example where the student is also a family member of the staff.

If a staff member of our college becomes aware that a student at the college is 'following' them on a personal social media account, Department policy requires the staff member to ask the student to 'unfollow' them, and to notify the college and/or parent or carer if the student does not do so.



## Student behavioural expectations

When using digital technologies, students are expected to behave in a way that is consistent with Benalla P-12 College's *Statement of Values, Student Wellbeing and Engagement* policy, and *Bullying Prevention* policy.

When a student acts in breach of the behaviour standards of our college community (including cyberbullying, using digital technologies to harass, threaten or intimidate, or viewing/posting/sharing of inappropriate or unlawful content), Benalla P-12 College will institute a staged response, consistent with our student engagement and behaviour policies.

Breaches of this policy by students can result in a number of consequences which will depend on the severity of the breach and the context of the situation. This includes:

- removal of network access privileges
- removal of email privileges
- removal of internet access privileges
- removal of printing privileges
- other consequences as outlined in the college's *Student Wellbeing and Engagement* and *Bullying Prevention* policies.

## COMMUNICATION

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

- Available publicly on our school's website
- Included in staff induction and child safety training processes
- Discussed at staff briefings/meetings as required
- Discussed at parent information nights/sessions
- Discussed at student forums/through communication tools
- Made available in hard copy from school administration upon request



