



From the Principal

I write in relation to arrangements to keep the school community safe.

- i) Parents may commence to attend inter-school or school sporting events which are played or conducted outdoors. In particular school swimming events that are outdoors are now re-opened to parents.
- ii) There have been two worrying trends in relation to children who are not well:
 - a) Children who are not well at the beginning of the day (sore throat, temperature, etc.) are beginning to be sent to school again in the hope that things will improve as the day goes on.
 - b) Parents being increasingly reluctant if not difficult about coming to collect students who have a sore throat, temperature etc.

The pandemic is unfortunately not yet over and whilst it is most likely to be hay fever or the “bug going around” we cannot take that risk. I would ask if your child is showing any symptoms that they not be sent to school, and you seek medical advice. I would ask that you have put arrangements in place for the timely collection of children who are not well.

These basic protections are in place for the wellbeing of everyone and are based on the clear advice of public health officials.

Mr Andrew A. Neal – Principal

Junior School News

The start of the school year has run smoothly at both the Maddingley and Woodlea campuses. Thank you to all parents for your flexibility and patience.

After an initial transition period, the Prep students have now been allocated their classes. All Prep parents would have received an email to confirm their class.

Year Level Coordinators

Each Junior School Year level has a coordinator who parents are able to contact if needed. Please see the list below which sets out who the year level coordinators are at each year level.

Maddingley

Prep/Prep Reception – Mrs Kylie McKerrow – mckerrowk@bmg.vic.edu.au

Year 1 - Ms Ashley Flower – flowera@bmg.vic.edu.au

Year 2 - Ms Sian Rawlinson – rawlinsons@bmg.vic.edu.au

Year 3 – Ms Narelle Bens – bensn@bmg.vic.edu.au

Year 4 – Mrs Sam Di Mieri – dimieris@bmg.vic.edu.au

Woodlea

Prep: Ms Courtney Williams- williamsc@bmg.vic.edu.au

Year 1: Mrs Aimee La Franchia- lafranchia@bmg.vic.edu.au

Year 2: Miss Hollie Thomas- thomash@bmg.vic.edu.au

Year 3: Ms Ashlee Taylor- taylora@bmg.vic.edu.au

Year 4: Miss Angela Price- pricea@bmg.vic.edu.au

Nightly Reading

Reading is a vital component of all homework in the Junior School. Students should be reading every night and documenting this in their Reading Reflection Journal. Each student has received a Reading Reflection Journal and this is to stay in their Reader bag and brought to school each day.

Notifications for change of pick-up arrangements or appointments during the school day

Please ensure that any changes to your child's pick-up arrangements or notifications for collection to attend appointments during the school day are communicated through the school diary.

For last minute or urgent changes, we request that parents contact the school via Woodlea (03 5366 4900) and Maddingley (03 5366 4800) Reception to arrange for a note to be taken to the class. It is appreciated that as much notice be provided. Urgent changes to pick-up arrangements for the end of day, must be received prior to 2.15pm.

Junior School Teams – Maddingley and Woodlea

Student Wellbeing

Seasons for Growth® Program

Change and loss are issues that affect all of us at some stage in our lives. At Bacchus Marsh Grammar, we recognise that when changes occur in families through death, separation, divorce and related circumstances, young people may benefit from learning how to manage these changes. We are therefore offering a very successful education program called Seasons for Growth which will commence in Term 2, 2021. This program is facilitated in small groups and is based on research which highlights the importance of social support and the need to practise new skills to cope effectively with change and loss. The program focuses on issues such as self-esteem, managing feelings, problem-solving, decision-making, effective communication and support networks. If you think your child would benefit from Seasons for Growth we would encourage you to talk to them about participating in the program. More information about the program can be found on the [Good Grief](http://www.goodgrief.com.au) website.

Bacchus Marsh Grammar is pleased to be able to offer this important program. Groups are established based on age and are small in number, so places will be limited. Availability will depend on interest levels and may be facilitated at both the Woodlea and Maddingley campuses. To express your interest or to seek further information, please contact the Student Wellbeing Team at DLWellbeing@bmg.vic.edu.au.

Student Wellbeing Team

Woodlea Campus News – Drop-off and pick-up

Firstly, we would like to extend a warm welcome to all new families and students joining us in 2021, and of course echo those sentiments for existing/returning families and students.

We would like to congratulate all of our wonderful students on their enthusiastic, calm and mature return to school and congratulate all new students, Preps in particular, for settling so well in their first week at the Woodlea Campus.

A reminder that restrictions to the site will recommence on Monday 8 February. Parents will need to say goodbye to students as per the arrangements below. Additional staff will be on duty to assist any students who need help to find their classroom.

In addition to this, we would like to thank everyone for their efforts in dropping-off and picking-up students in an efficient manner as has been possible to this point. As we move into Week 3 of Term 1 we would like to encourage parents/guardians to move towards the following parking, drop-off and pick-up arrangements throughout Week 3, with the aim of following a formalised plan as of Monday 15 February.

Morning drop-off

Due to the continued need for the use of thermal cameras when entering the campus and the need to cater for greater student numbers, a number of changes to last year's drop-off and pick-up arrangements have been necessary.

Middle School Students: Frontier Avenue

As we move towards a completion of the Middle School building located on Frontier Avenue, the most suitable solution is that we ask Middle School students (Years 5 to 8) entering and exiting the school to use the pedestrian gate (Gate 2) located outside the Campus Reception.

Until the completion of the Middle School building, which upon completion will house a thermal camera, students will continue to use the pathway leading to the centrally located thermal cameras. Longer-term parking is available on Frontier Avenue.

Middle School students with younger/Junior School siblings may enter and exit via Gate 3 on Timbertop Avenue when/where necessary.

Junior School Students: Timbertop Avenue

This zone has become more fluid with each day, and there has been a noticeable reduction in congestion over the past week. For reasons of safety, to further increase the flow of traffic and to reduce the time spent dropping off your child, we would encourage parents/guardians to:

- refrain from completing a 'U-Turn' on Timbertop Avenue.
- direct their children to cross at the temporary crossing when dropped off on the oval side of the road.
- work towards your child being the only one who gets out of the car at drop-off so you are not parked in the fluid zones. Students should be getting out of the car on the gutter/footpath side of the car and should have their bags with them when exiting the car.



End of day pick up

We will continue with a 3:05pm finishing time for the *whole school*. Due to the number of parents/guardians parking and congregating at the gate in the afternoon, there is no benefit in having a staggered finishing time as it is not allowing for a fluid pick up arrangement. Students in Prep to Year 2 will be walked to the following designated areas:

- **Prep:** Collection will be on the *school side* of Timbertop Avenue travelling **SOUTH**
- **Years 1 & 2:** Collection will be on the *oval side* of Timbertop Avenue travelling **NORTH**
- Staff will arrange for siblings to be with students in Years Prep to 2.
- Could we please ask that parents/guardians wait at the designated areas for each given year level and ensure they observe social distancing expectations? If you have made other arrangements in regard to a meeting point with your child, please alert your child's Classroom/TG teacher.
- Please observe the signage put in place by the City of Melton. Those choosing to park long-term in the 2-minute drop-off/pick-up zones (as per photograph) will incur fines as per the Melton Council parking fines arrangements – please see [attached map](#) for approved longer term parking zones.



Mr Luke Symes, Mrs Danielle Copeman (Co-Heads of Campus) and Mrs Sarah Hunter (Deputy Head of Campus)

New Prep families

Are you a past BMG student and have a Prep student starting this year? We are interested in hearing from you. Please make contact with Mrs Casey Ryder to discuss via [email](#) or on 03 5366 4800.

Maddingley - Afterschool Maths/Science Club

Afterschool Maths/Science Club is running for Years 5 to 12 every Thursday from 3:15 - 4:15pm. Students work together in peer groups assisted by staff. Students are kept informed via Schoolbox with any additional updates relating to the Club. It is very important that students who are regular bus travellers register for the [late bus](#) before the end of lunch on Thursdays. Note there is an additional charge to use the late bus. Refer to the 2021 Business Notice for more information.

School Administration Information

Collection Notice

Please refer to the Collection Notice information posted at the end of this newsletter.

Notifications for change of pick-up arrangements or appointments during the school day

Please ensure that any changes to your child's pick-up arrangements or notifications for collection to attend appointments during the school day are communicated through the school diary. For last minute or urgent changes, we request that parents contact the school via Woodlea (03 5366 4900) or Maddingley (03 5366 4800) Reception to arrange for a note to be taken to the class. It is appreciated that as much notice be provided. Urgent changes to pick-up arrangements for the end of day, must be received prior to 2.15pm.

Edsmart – notifications for excursions/camps/key school communication

All families are sent notifications and permission forms for completion via the Edsmart email notification system. Look for 'Edsmart' in your inbox. Always check your 'junk mail' just in case a notification is missing. A copy of the information is added to the myBMG Parent Portal once a notification is sent out.

Multimedia Consent for 2021

Parents/guardians have been emailed a notification via **Edsmart** to complete their annual consent to multimedia. Please search/refer to the subject title : *RESEND: Multimedia Parent Consent Form 2021*.

Multimedia is defined as photography, video, audio or any other form of electronic recording.

Note: this consent process excludes operational/administrative photography requirements such as Health Centre alerts and ID photos, as well as the annual school photography.

Photography and videography occurs on school premises and off-site at school events, activities, camps and excursions. Multimedia will be collected, used and stored in accordance with the School's [Privacy Policy](#).

This year, the school has expanded the categories of consent to:

- **Classroom Activities**

Including but not limited to: BMG staff taking photos and displaying student images within the classroom. Photography or videography taken for the purposes of student assessment or educational purposes.

- **School Publications and School Website**

Including but not limited to: Weekly BMG Newsletter (online PDF), weblog articles on the school website, the Grammarian (online and print format), School Yearbook (print format only) and Handbooks (online and print format). Note: the School Yearbook does feature all school class photos.

- **Advertising/Promotion, Social Media (Facebook) and External Media**

Including but not limited to: Advertising, School Facebook posts or posts of those connected to a school activity, school videos, external media (newspapers or similar).

- **School Production/Musical/Performance or Instrumental Music**

Including but not limited to: Photography and videography for promotion and recording of school musicals, productions, theatre or performance.

We request that parents/guardians complete the consent process by **Friday 19 February**. If not completed by this date, students will be marked as DO NOT CONSENT to all categories for 2021.

If you have any questions, please make contact with the school via [email](#) or call the Maddingley Administration Office on 03 5366 4800.

Mrs Casey Ryder – Marketing and Social Media Coordinator

Bus Information

Roll Call App

On 22 January, parents were sent a 'Welcome' email from Roll Call for log in activation. Roll Call is for parents whose children travel on private buses. It enables parents to track the bus in real time and receive notification of when their child/ren tap on/off the bus. Roll Call is also for parents whose children do not travel on a bus service, but utilised when students board a bus for school camp, excursion etc. It is advised that ALL parents download the Roll Call App.

If parents require their child to change their AM or PM stop permanently, please contact the School Bus Services Administrator to make the change on Roll Call. For the safety of students and drivers, it is very important that stops are up to date on Roll Call. If students are required to disembark as a "one off" at a different stop on their designated route, parents must update this in Roll Call prior to 1.30pm on the day of travel.

ID Cards

A majority of students have had their Student ID Photo taken. Once students are issued with their ID card, they can use this card to tap on/off the bus. Student ID cards are compulsory when boarding a private bus and should be carried at all times. Students who repeatedly board the bus without their Student ID card will receive a detention.

Parent Parking

It is recommended that parents pull off the road into a service road or designated car park whilst dropping off and picking up their child/ren. Parents need to be mindful not to park in the way of a bus and to ensure that the bus has enough space to safely drive in and pull out of the stopping area. Also, as there are bus stops in residential areas, it is important parents not park across residential driveways.

Current Bus Routes

All routes are monitored over the first 3 to 4 weeks of Term 1 to observe arrival and departure times in and out of the school. Arrival times are also monitored in the afternoons when arriving at their designated stops. If any adjustments/changes are required to the timetables, parents will be notified of an updated timetable via email.

Late Bus

Maddingley Campus - This service is available Mondays, Wednesdays and Thursdays, leaving at 4.30pm and servicing Melton, Caroline Springs, Werribee and Wyndham Vale. This service is available only for students involved in School Production or after-school classes / activities from Year 4 up to VCE. The service for 2021 will commence from 15 February.

Note there is an additional charge to use the late bus. Refer to the 2021 Business Notice for more information.

[MADDINGLEY-BMG-Late-Bus-Route-2021](#)

Woodlea Campus - This service is available only on Mondays and Thursdays leaving at 4.30pm and servicing Caroline Springs, Williams Landing and Werribee. It is available for students in Years 4 to Year 8 involved in School Production or after-school classes / activities. The service for 2021 will commence from 22 February.

[WOODLEA-BMG-Late-Bus-Route-2021](#)

Mrs Leanne Robertson - School Bus Services Administrator

Conveyance Allowance

Applications for the Term 1 claim are due by Friday 12 February

Parents who had a claim in 2020 should receive their application forms in the mail this week. These are due back at the school by Friday 12 February.

Parents who did not submit an application in 2020 can access the application forms from either the main office, Gatehouse or from the my BMG Parent Portal under 'Documents/Whole School'.

Conveyance Allowance Information

Families in rural and regional Victoria can get help with the cost of transporting their children to their nearest school or campus. This is known as the Conveyance Allowance.

The Conveyance Allowance is available to students travelling by:

- public transport
- private car
- private bus

whose nearest school is not serviced by a free school bus.

The Conveyance Allowance is a contribution towards transport costs and is not intended to cover the full cost of transporting children to and from school.

Eligibility

The conveyance allowance is available to families who meet certain criteria.

Students attending a school must:

- attend their nearest government or non-government school/campus appropriate to their year level at which admission is permissible;
- be enrolled at a school/campus outside Melbourne's metropolitan conveyance boundary for 3 or more days per week;
- reside 4.8 km or more by the shortest practicable route from that school/campus attended; and
- be of school age at the time of application and reside in Victoria.

Please note that a Private Bus or Private Car conveyance allowance is not available if the journey could have been made using a free school bus or public transport service.

Following a recent decision by the Student Transport Unit of the Education Department, it appears that there may be some movement in the way the Department makes a judgement on what is the nearest appropriate school.

If your decision to send your children to Bacchus Marsh Grammar was because you felt that it was the nearest appropriate school that respected ecumenical values but did not require your child to participate in religious instruction or religious celebration, then you may (subject to other Conveyance Allowance rules) be eligible for the Conveyance Allowance.

If this statement applies to you, whilst I can make no guarantees, I believe it is in your interests to submit a Conveyance Allowance Application for 2021. Application forms are available from the main office and from the Parent Portal. The application should be accompanied by a simple letter stating that you believe Bacchus Marsh Grammar is the nearest appropriate school because of its values and its lack of a requirement to participate in religious instruction or religious celebration of any particular faith.

Please contact Kerryn Browne if you have any questions.

Ms Kerryn Browne - Risk, Compliance and Policy Manager

Book Club News

Welcome to all our new and returning BMG families! We hope that you have had a restful break and read lots of books.

The Issue 1 catalogue is now out and available to order from.

Note for our BMG Parents:

If you wish to order, you can place one through the [Scholastic website](#).

As your order will incur a postage & handling fee of \$5.99, we encourage you to place one order per family.

If you have not ordered before, you will need to set up an account. It is advised that you set up the account under your own name.

When you place an order it will ask you to nominate a teacher. Please see chart below for who to nominate according to each campus. If you are ordering for more than one child then you only need to nominate one teacher.

Year level	Maddingley Campus	Woodlea Campus
Prep	Kylie McKerrow	Your child's class teacher
Year 1	Ashley Flower	Your child's class teacher
Year 2	Sian Rawlinson	Your child's class teacher
Year 3	Narelle Bens	Your child's class teacher
Year 4	Samantha Di Mieri	Your child's class teacher
Year 5	Trevor Hilton	Your child's class teacher
Year 6	Wes McLaughlin	Your child's class teacher
Middle/Senior School	Diane Dunn (Years 7-12)	Mr Thomas Monaghan



Maddingley/Woodlea Campuses: If you have any issues or need to seek further advice then you can contact Diane Dunn at the Maddingley Campus on 5366 4800 (ask for the Senior Library) or you can email dunnd@bmg.vic.edu.au.

Mrs Diane Dunn (Maddingley Campus) & Mrs Feona West (Woodlea Campus) - Scholastic Book Club Coordinators

BMG Community Contacts

Bacchus Marsh Grammar On Campus Uniform Shop

Phone Orders – 5367 4072

Both Maddingley and Woodlea parents are welcome to make phone orders and pay with a credit card. Orders will then be delivered at Maddingley through the pigeon hole system, to classes or Tutor Groups, and to the Woodlea Campus Reception on Wednesday afternoons.

Uniform information and shop business hours are listed on the [school website](#).

Out of School Hours Care (OSHC) – YMCA Ballarat

YMCA Ballarat operate the Out of School Hours Care at Bacchus Marsh Grammar.

Enrolments are completed online. For full information please visit the [school website](#).

Email: chrissie.ashmore@ymca.org.au **Phone:** 0490 178 638 **W:** www.ballarat.ymca.org.au

Maddingley:

bacchusmarsh.oshc@ymca.org.au

0438 154 842

Located: South Maddingley Road, Maddingley, Victoria 3340

Woodlea:

woodlea.oshc@ymca.org.au

0490 490 362

Located: 111 Frontier Avenue, Aintree, Victoria. 3336.

Regular Contacts

Student Absentees

Maddingley Campus

Absentee Line 5366 4888 or Absentee Email – maddingley_absentees@bmg.vic.edu.au

Woodlea Campus

Absentee Line 5366 4988 or Absentee Email – woodlea_absentees@bmg.vic.edu.au

Maddingley Campus

South Maddingley Road
Bacchus Marsh VIC 3340

P +61 3 5366 4800

F +61 3 5366 4850

Woodlea Campus

111 Frontier Avenue
Aintree VIC 3336

P +61 3 5366 4900

F +61 3 5366 4950

Woodlea Early Learning Centre

5-7 Quarry Road
Aintree VIC 3336

P +61 3 5366 4999

General School Email: school@bmg.vic.edu.au

School Website: www.bmg.vic.edu.au

Collection Notice Information



Collection Notice for parents/guardians 2021 Student Residential Address and Other Information

The Australian Government Department of Education, Skills and Employment (the department) would like to advise you that a request has been made for your child's school to provide residential address and other information as required under the *Australian Education Regulation 2013* (Cth).

The school is required to provide the department with the following information about each student at the school:

- Names and residential addresses of students' parent(s) and/or guardian(s)
- Student residential address (**excluding student names**)
- Whether the student is a primary or secondary student (education level)
- Whether the student is boarding or a day student (boarding status).

Your child's school generates a **unique and unidentifiable** record number for each student record. The number is **only** used by the school for this collection. **It is not allowed to be used for any other purpose.** The number indicates to the department that each record provided is for one student.

Purpose of the collection

The Student Residential Address and Other Information Collection (the Collection) informs Australian Government school education policy and helps ensure funding for non-government schools is based on need.

The information collected will be used to inform school funding calculations. It is combined with data held by the Australian Bureau of Statistics (ABS) to calculate a non-government school community's anticipated capacity to contribute to the costs of schooling.

From 2020, a new measure of capacity to contribute, the Direct Measure of Income (DMI), was introduced. The DMI is based on the median income of parents or guardians of students at a non-government school using data collected through the Collection. More information about the DMI can be found at <https://www.education.gov.au/what-direct-measure-income>.

Use and disclosure of personal information

Your personal information is protected by law under the *Privacy Act 1988* (Cth) (Privacy Act). Personal information is information or an opinion about an identifiable individual. Personal information includes an individual's name and contact details.

Any use or disclosure of your personal information must occur in accordance with Privacy Act and the *Australian Education Act 2013* and *Australian Education Regulation 2013*.

Your personal information provided to the department through the Collection may be:

Collection Notice Information continued.....

- disclosed to the ABS for the purposes of capacity to contribute calculations and analysis as a part of the Multi-Agency Data Integration Project (MADIP). Further information about MADIP can be found on the [MADIP page](#) on the ABS website.
- disclosed to a contracted auditor where the department may from time to time, carry out an audit of a school's submission to the Collection. The contracted auditor compares the school's submission with the student enrolment information held by the school and will not use the information for any other purpose
- disclosed to its service providers for the purposes of the provision of information and communications technology support services to the department
- used or disclosed where it is otherwise required or authorised by law.

The department does not intend to disclose your personal information to any overseas recipients.

The department's privacy policy can be found at www.dese.gov.au and includes information on:

- how individuals can access and seek correction of the personal information held by the department;
- how complaints about potential breaches or breaches of the Privacy Act can be made;
- how the department will deal with these complaints.

The department commissioned an independent privacy impact assessment (PIA). The PIA assesses the flows of information under the Collection, compliance with the Privacy Act and measures in place to safeguard the personal information being collected. The report is being updated, and will be available in 2021 on the [SchoolsHUB Address Collection help and support page](#). The current version is available at <https://docs.education.gov.au/node/51436>.

What do you need to do?

You are not required to do anything. Your school is responsible for providing the requested details to the department; however, you may wish to ensure that your school has the most up-to-date and correct details for your family.

Contacts for further information

Your school can provide additional information about the Collection process.

Alternatively, please visit the [SchoolsHUB Address Collection help and support page](#).

Community News

Notification from Western Water

Western Water advise that Parwan Road, between East Maddingley Road and South Maddingley Road, will have a single lane open to traffic due to sewer and water pipeline works in the area.

The single lane will be in operation weekdays, from Monday 8 February until Wednesday 17 February. Traffic management will be in place during this time and priority will be given to school buses in the morning and afternoon.

Thank-you for your patience while we undertake work on this important project.

For more information: <https://www.westernwater.com.au/Network-Upgrades/Bacchus-Marsh-and-surrounds/Maddingley-Sewer-and-Water-Project>

The Y Ballarat – Out of School Hours Care



Bacchus Marsh Grammar
Maddingley Campus &
Woodlea Campus

Outside School Hours Care Program

BOOKINGS ESSENTIAL

Limited Spots Available

For Maddingley:

Email bacchusmarsh.oshc@ymca.org.au or
call 0438 154 842 for details.

For Woodlea :

Email woodlea.oshc@ymca.org.au or call
0490 490 362 for details.

The Y Ballarat
a: 25-39 Barkly St, Ballarat East VIC 3350
p: 4311 1500 e: ballarat@ymca.org.au

