



STUDENT BANKING DAY WEDNESDAYS

**DALMAIN PRIMARY SCHOOL TERM PLANNER – TERM 4 2018**

WK	MONTH	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	OCTOBER	8 School Development Day	9 Students return	10 Uniform Shop Open 8am-8.40am 	11	12
2		15	16 P & C Meeting	17	18 LOTE Assembly	19
3		22	23	24	25	26 Science Lab Opening 9am
4		29	30	31	1 Music Assembly School Board Meeting	2
5	NOVEMBER	5	6 TA1 & TA2 Zoo Excursion	7 Uniform Shop Open 8am- 8.40am Year 6 Camp 	8	9
6		12	13 P & C Meeting	14	15 Camp Assembly	16 Dine on Dalmain
7		19	20	21	22	23 Parent Orientation Meeting for Kindy 2019
8		26 Greenwood College Yr6 Orientation Day	27	28	29	30
9	DECEMBER	3	4	5 Uniform Shop Open 8am-8.40am	6 Yr 6 Graduation - 8.45am Yr 6 Graduation Dinner - 6.30pm	7
10		10	11	12 Student reports (email) 	13 Movie Day Last day for students	14 School Development Day

**TERM 1, 2019 FOR STUDENTS COMMENCES MONDAY 4 FEBRUARY 2019**

This planner was current at the time of printing although it is subject to change

**INFORMATION FOR PARENTS  
REGARDING SMS COMMUNICATIONS FOR  
STUDENT UNEXPLAINED ABSENCES AND LATE ARRIVALS**

**0409 885 439**

Dalmain PS uses mobile phone Short Message Service (SMS) to send text messages to parents/guardians/caregivers to notify them of an unexplained absence or late arrival of their child. SMS will also be used to provide information to parents about school community events.

Parents will be informed by mobile phone SMS each time their child is absent when an explanation has not already been provided to the school. If your child is absent and a reason has been provided before the time the SMS is due to be sent, you will not receive a text message.

Dalmain PS introduced SMS communications to build on existing attendance procedures and to ensure that parents are notified as soon as possible if their child is absent from school without an explanation. This system has been shown to assist in making schools (and parents) more aware of where students are and improve student attendance. These factors will enhance learning opportunities for all students and contribute to their safety.

**ADVANTAGES OF USING SMS TO COMMUNICATE TO PARENTS.**

**FASTER COMMUNICATION**

It takes a long time for school staff to individually make phone calls to each parent. By using SMS, we can get important messages to parents faster and can send a message to one or more people instantly.

**COST EFFECTIVE**

It can be expensive, from a monetary and time perspective, for school staff to individually phone large numbers of parents regarding student absences. SMS communication to parents will be less expensive for the school and for parents replying via SMS. It also removes the need for parents to wait in telephone queues to provide an explanation for a student absence. The requirement for the school to issue absentee follow-up letters will also decrease.

**EMERGENCY MESSAGE**

If there is an emergency situation that requires rapid communication to parents this can be achieved using SMS. This communication would not usually be possible without the use of SMS.

**FREQUENTLY ASKED QUESTIONS ABOUT SMS COMMUNICATIONS**

**AS A PARENT, WHAT DO I NEED TO DO?**

You will be notified when the school is going to commence the use of SMS. If you know your child is going to be absent, please call the school well before the set SMS sending time which will be **10.00am** every day. If you do not contact the school, the SMS system will automatically send you a text message advising you that your child is not at school.

If you do not wish to receive SMS communication regarding student unexplained absences, please contact the school to discuss other options for receiving this information.

**HOW DO I REPLY TO AN SMS MESSAGE FROM THE SCHOOL?**

When you receive an SMS about an absence, reply to the number and make sure that the text includes the student name, date of absence and reason for absence. **Do not call the number as it is an automated system using a virtual number.**

**SAMPLE SMS REPLY MESSAGE**

Jane Citizen, 11 Feb, Sick
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**WHAT WILL IT COST ME?**

Standard SMS charges apply, depending on your mobile phone carrier and plan. The cost of an SMS is usually cheaper than a local telephone call.

**WHAT IF MY MOBILE NUMBER CHANGES?**

Please notify the school *immediately* if your mobile number changes.

**WHAT IF I DON'T HAVE A MOBILE PHONE BUT I STILL WANT TO RECEIVE MESSAGES ABOUT MY CHILD?**

Contact the school to discuss the available options for receiving messages.

**WHAT IF I DECIDE THAT I DON'T WANT TO RECEIVE THE MESSAGES ANYMORE?**

Contact the school. A form will need to be completed to have your details removed from the SMS Messaging system.

**WHAT IF THERE IS A CUSTODIAL ORDER PREVENTING CONTACT?**

The parent/guardian with legal custody of the child must provide evidence to the school in the form of a court order for the school to legally deny a parent/guardian access to any information about their child.

If you have any other questions regarding SMS Communications for Dalmain PS please call 9309 371 1 for more information.