



Portland Secondary College Newsletter

TERM 1 WEEK 1

30th January 2026

Highlights

- **Principal's report**
- **Who's Who...**
- **Community**
- **News**
- **Attendance**
- **SWPBS School**
- **Council Uniform**
- **Student Expectations**

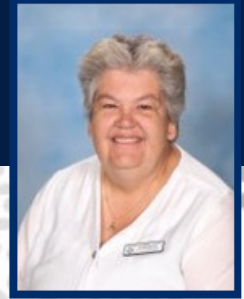
IMPORTANT DATES TO REMEMBER

- ☐ **Tuesday 3rd - Thursday 5th February** - Year 7 Camp out
- ☐ **Friday 6th February** - Year 7 Recovery Home Study Day
- ☐ **Friday 13th February** - Swimming Sports
- ☐ **Wednesday 18th February** - School Photo Day
- ☐ **Thursday 19th February** - GD Swimming
- ☐ **Wednesday 25th February** - Year 7 Welcome BBQ
- ☐ **Friday 27th February** - School Photos backup
- ☐ **Monday 2nd March** - Year 9 Future Me
- ☐ **Wednesday 4th March** - Athletics Day
- ☐ **Monday 9th March** - Labour Day Public Holiday



Portland Secondary College is a Child Safe School

Jo Kindred, Principal



PRINCIPAL'S REPORT

Welcome to all our new and returning families. 2026 is off to a successful start. All students have been welcomed into their new year level, been allocated a locker, received their timetable via Compass and started their classes. Staff have completed a rigorous day of Professional Development to ensure we are fully prepared for student learning and this was followed up with a day of Mentor interviews. Thank you to all the students and their families who took the time to attend these very valuable interviews as it assists all students in making a smooth start to their year.

A number of new staff have joined us this year. Ms Sha Gallagher is our new VCE Manager and will be teaching Legal Studies, Business Management and VM Literacy. Ms Emma Rudge is teaching English and Performing Arts, Ms Sharon Clark is teaching Visual Communication, Art and Textiles, Ms Sena Gonen is teaching Science and Physical Education, Mr Patrick Ryan is teaching Psychology and Humanities, Mr Thomas Nieuwerkerk is teaching Maths and Physical Education and Mr Scott Booth is teaching Science and several subjects up at the re-Engagement Centre.

We also welcome back Mandie Pethybridge, Flynn Chapman and Linda Errey. We welcome all these people to PSC for 2026 and look forward to working closely with them throughout the year.

Throughout 2026 all teachers will be focusing on ensuring all students have learning growth in every subject, particularly in the areas of Numeracy, Reading and Writing. Teachers will be working collaboratively on developing different levels of coursework materials, cross - marking student work and setting individual goals for all students to encourage them to reach their full potential. Student learning behaviours will be reported on every five weeks and all parents are asked to keep abreast of their child's progress through Compass. Of course, parents are also welcome to make an appointment to see relevant staff at any time to discuss any issues they may have. We will also be having a large focus on student wellbeing through the School Wide Positive Behaviour Support Program and part of this is keeping a close eye on attendance. We

all know that every day counts when it comes to student Attendance. The Department is requiring that that schools, parents and students all meet their responsibilities to ensure there are as few absences as possible. If your child is sick or absent, you are required to notify the school as soon as possible on the day of absence, by either calling the College on 55231344 or entering the absence on Compass. Notifying the school of your child's absence either prior to, or on the day that they will be away, helps ensure the safety and wellbeing of children and will fulfil your legal responsibility. All Victorian government schools are required to contact parents/carers as soon as practicable on the same day of an unexplained student absence. If your child is absent on a particular day and you have not contacted the school to explain why, the absence will be marked as unexplained. This system also promotes daily school attendance. Going to school every day is the single most important part of your child's education, they learn new things every day – missing school puts them behind. If your child is likely to have an extended absence, let the school know – we can provide work to be completed whilst at home or on holidays.

A reminder that the Department of Education has in place a mobile phone ban that requires students who bring mobile phones to school to have them switched off and securely put away during school hours. The department is requiring all schools to ensure this ban is in place and enforced from the start of the 2026 school year. The ban applies equally to all government schools right across the state. This helps ensure that school is a learning environment free from unnecessary distractions and disruptions. By ensuring mobile phones are kept away at recess and lunch times, students can interact with each other face-to-face, without the distractions and social pressures that mobile phones can cause. I ask for the support of all our families, staff and students in continuing to support the implementation of this policy in our school. For a small number of students with particular health needs, an exception to the policy may be granted. Please contact your child's Level Manager if you would like to discuss this. In the event of an emergency or if you need to immediately contact your child, I ask that families contact the school office who will pass on a message as required.

Our school seeks to provide a positive, harmonious and productive environment and prides itself on clear, consultative and open communication. Despite our best efforts, Portland Secondary College doesn't always get it right. It is a complex process to deal with 530 young people and their families on a daily basis and sometimes students and parents may not be happy with how events are handled. We encourage all parents to get into contact with us if you are unhappy about something so the issue can be resolved. The College has a Complaints Policy which is located in full on the College's website if you want to make a formal complaint but please get in touch with either myself or one of the Assistant Principals in the first instance. Our school collects, uses, discloses and stores student and parent personal information for standard school functions or where permitted by law, as stated in Portland Secondary College's Privacy Policy. Please take time to remind yourself of the school's collection statement, found on our website.

Unfortunately, from time-to-time accidents happen. Portland Secondary College recommends that all parents have ambulance cover because staff will not hesitate to call an ambulance if they feel one is required. Parents will then be liable for the bill for the ambulance service which can be quite expensive. Ambulance coverage for students is not expensive and could save big bills in the future.

I am looking forward to wonderful year working with all our families and students and extend a warm invitation for all parents to come and visit us here at PSC. Just make sure that you firstly report to the Front Office.



Jo Kindred
Principal



Kirsten Mitchell
Assistant Principal



Colin Payne
Assistant Principal

Who is Who?

Principal Class

Principal	Ms. Jo Kindred
Assistant Principal of Curriculum & Learning	Ms. Kirsten Mitchell
Assistant Principal of Discipline & Wellbeing	Mr. Colin Payne

Leadership Team

Learning Specialist - Inclusive Teaching	Ms. Deandra Tanner
Leading Teacher - Alternate Programs	Mrs. Christine Dixon
Leading Teacher - Year 7 Hub Facilitator & Data	Ms. Mollie Reed
Compass, NAPLAN & Reporting Data	Mr. Braden Dawson
Inclusive Practice Leader	Mrs. Elizabeth Paulet

Year Level Leaders

Year 7 Student Engagement Leader	Ms. Mollie Reed
Year 8 Student Engagement Leader	Ms. Dakota Robinson
Year 9 Student Engagement Leader	Mr. Adrian Porter
Year 10 Student Engagement Leader	Ms. Susanne Patterson
Year 11 & 12 Senior School Leader	Ms. Sue Taylor
Year 11 & 12 VCE Manager	Ms. Sha Gallagher

PLAT Leaders

English	Ms. Marika Howman
Health & Physical Education	Ms. Kirsten Mitchell
LOTE - Indonesian	Ms. Jane McGrory
Visual & Performing Arts	Ms. Sue Taylor
Mathematics	Ms. Emma Speers
Humanities	Mr. Andrew Harris
Science	Ms. Donna Jennings
Design & Technology	Mr. Thurston Bassett

Who is Who?

Daily Organiser

Mrs. Jemma Aitchison

MIPs, Careers Development Coordinator,
Koorie Liaison Officer

Ms. Suzanne Patterson

Satellite Campus Program Leader
Senior Data, RTO and Exam Coordinator

Mrs. Christine Dixon

Ms. Donna Matthews

Library Programs & Resource Manager

Ms. Janelle Collins

Sport – Intra & Inter School Sport

Ms. Emily Gorey

Inclusion & Supported Learning Admin Support

Mrs. Marie Hein

Student Services Manager

Mrs. Tania Beard

College Council President

Ms. Rebecca Fraser

Administration

Business / Finance Manager

Ms. Alana Nesbit

Operations Manager

Ms. Cheryl Van Eichteld

HR

Mrs. Jemma Aitchison

Attendance & General Office Team Leader &
Junior School Attendance

Mrs. Joan Pethybridge

Middle School Attendance

Mrs. Leesa Hein

Senior School Attendance

Ms. Donna Matthews

College Communications

Mrs. Jodie Hollis

Principal's PA

Mrs. Jemma Aitchison

Assistant Principal of Curriculum & Learning PA

Mrs. Shannon Thomas

Assistant Principal of Engagement & Wellbeing PA

Mrs. Jodie Hollis

Teaching Staff initials are created by taking the first letter of your surname, last letter of your surname and first letter of your Christian name. E.g. Jo Kindred becomes KDJ

Education Support staff use their initials. E.g. Jemma Aitchison becomes JA

Welcome to our new staff for 2026



Ms. Sharon Clark -

Visual Communication, Art & Textiles

Mr. Thomas Nieuwerkerk -

Maths & PE

Ms. Sena Gonen -

Science & PE

Ms. Emma Rudge -

English &

Performing Arts

Mr. Patrick Ryan -

Psychology &

Humanities

Ms. Sha Gallagher -

VCE Manager,

Legal Studies, Business

Management & VM Literacy

Absent: **Mr. Scott Booth** -

Science &

Re-Engagement

Attendance @ PSC



Portland Secondary College

Creating the opportunities

It's not ok to be away

When you are away...	That equals ...	Which is ...	And over 13 years of schooling, that's ...
1 day per fortnight	20 days per year	4 weeks per year	Nearly 1.5 years
1 day per week	40 days per year	8 weeks per year	Over 2.5 years
2 days per week	80 days per year	16 weeks per year	Over 5 years
3 days per week	120 days per year	24 weeks per year	Nearly 8 years

Attendance matters. All day everyday.

Respect

Success

Resilience

Creativity

Portland Secondary College
Creating the opportunities

School Wide Positive Behaviour Support



Parent Information

At Portland Secondary College we recognise that strong student wellbeing is paramount to student learning and engagement, and we highly value the importance of establishing, nurturing and maintaining positive relationships in order to improve student outcomes.

The implementation of School Wide Positive Behaviour Support (SWPBS) has allowed the College to establish a solid framework to develop a positive, safe and supportive culture where student wellbeing and student learning are equally important.

SWPBS is a multi-tiered support system for behaviour management employed by teachers to focus on promoting expected behaviours through positive teaching and reinforcement.

When SWPBS is implemented well, teachers and students have more time to focus on relationships and learning. Students and staff benefit from:

- increased respectful and positive behaviour
- increased time focused on learning
- increased academic performance
- improved social-emotional wellbeing
- positive and respectful relationships among students and staff
- a predictable learning environment with improved perceptions of safety and increased attendance
- improved perception of safety
- reduced bullying behaviours
- decreased suspensions
- increased positive school culture and climate

SWPBS is supported by programs such as PSC's Mentor Program, the Level Managers, Respectful Relationships, Wellbeing Programs, Student Services and other external organisations and utilises the Department of Education Wellbeing High Impact Strategies and Positive Classroom Management Strategies. The College values and listens to Student Voice and Agency and encourages students to take on leadership roles and to be active participants in their local community.

The College uses the Compass program to share each child's progress at school in both their learning, engagement and behaviour.

Portland Secondary College is a Child Safe School.

Portland Secondary College

School Wide Positive Behaviour Support



What is Compass?

Compass is our School Management program that allows parents and carers to access up-to-date and meaningful information about PSC and your child's progress.

Compass allows users to:

- Monitor your child's attendance, and enter an explanation for absence or lateness
- Communicate with your child's teachers, and update your family contact details
- View your child's timetable and the school calendar
- Monitor your child's homework and assessment tasks
- Download and view your child's academic reports
- Book parent-teacher conferences
- Pay and provide consent for events and school fees
- Access the College Newsletter
- Check your child's learning, engagement and behaviour at school

As part of School Wide Positive Behaviour Support (SWPBS) your child can receive positive feedback in the form of a tangible reward which could be a token, a green Compass chronicle or a postcard.

Tokens: To reward a student for demonstrating a positive behaviour, staff simply hand the student the relevant coloured token and inform the student they can save their tokens and redeem them to gain a prize at the SWPBS Shop.

All teachers will be issued with a token pouch containing counters of the four values colours.

Red = Creativity

Blue = Respect

Light Green = Success

Dark Green = Resilience

Once every three weeks students will be able to redeem their tokens at the SWPBS Shop which will be manned by the Student Voice & Agency Committee (SVAC) students.

Green Compass Posts:

Teachers can also reward students by recording a green compass post under the relevant College Value. These posts are visible on the student's compass profiles for students and their families to view. The Compass Program automatically calculates each student's Compass points and they can also be redeemed for a prize at the shop.

Postcards:

To acknowledge the demonstration of valued and expected behaviour, teachers can send Postcards home to students to be celebrated by their families.

When students make academic errors, it is important to respond by re-teaching, providing guided practice, and allowing them to practise with frequent monitoring. Similarly, viewing inappropriate behaviours as learning errors supports taking a supportive, educative approach. Effective responses to inappropriate behaviour in the classroom involve fair and consistent corrective actions. By explicitly teaching and providing constructive, specific feedback, students can learn and practise new behaviours.

Staff also use the Compass program to record the behaviours we want to see corrected. These occur in the form of 'yellow' Compass notes for minor behaviours and 'red' Compass notes for major behaviours.

It is important that parents are regularly monitoring Compass to see how your child is functioning in the College environment.

FINANCIAL ASSISTANCE

INFORMATION FOR FAMILIES

Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund helps ensure that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. It is part of making Victoria the Education State and the Government's commitment to breaking the link between a student's financial circumstances and their outcomes.

CAMPS, SPORTS and EXCURSIONS FUND (CSEF)

School camps provide children with inspiring experiences in the great outdoors. Excursions encourage a deeper understanding of how the world works while sports teach teamwork, discipline and leadership. All are a part of a healthy curriculum.

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school excursions, camps and sporting activities.

If you hold a valid means-tested concession card or support an out of home care student you may be eligible for CSEF. A special consideration category also exists for asylum seeker and refugee families. The allowance is paid directly to the school to use towards expenses relating to camps, excursions or sporting activities for the benefit of your child.

The annual CSEF amount per student is \$400 for all school students.

HOW TO APPLY

New applicants should contact the school office to obtain a CSEF application form or download from the website below.

If you applied for CSEF at your child's school last year, you do not need to complete an application form this year unless there has been a change in your family circumstances.

You only need to complete an application form if any of the following changes have occurred:

- **new student enrolments:** your child has started or changed schools this year.
- **changed family circumstances:** such as a change of custody, change of name, concession card number, or new siblings commencing this year.

Check with the school office if you are unsure.

MORE INFORMATION

For more information about CSEF visit:

<https://www.vic.gov.au/camps-sports-and-excursions-fund>



Camps, Sports and Excursions Fund eligibility

Applications must be submitted to the school as soon as possible and no later than the end of Term 2.

Where a school or family is unsure if the concession card is eligible, they are encouraged to submit the application into the CSEF system for validation.

CSEF payments cannot be claimed retrospectively for prior years.

Queries relating to CSEF eligibility and payments should be directed to the school.

Those who are eligible to apply for the CSEF **must meet both** of the following two criteria or be eligible for special consideration.

Eligible means-tested cards

Only financially means-tested cards are eligible.

Eligibility date

Eligibility will be subject to the parent/carer's concession card being successfully validated with Centrelink (refer to the department's policy, [Camps, Sports and Excursions Fund \(CSEF\)](#)), on either the first student day of Term 1 or Term 2.

Criterion 1 – General eligibility

The applicant must be one of the following:

- a parent or carer who is the beneficiary of a financially means-tested card
- a student over 16 years who is considered a mature minor and holds a valid concession card (such as a Youth Allowance Health Care Card). Applicant to use the 16 and over application form. For guidance on assessing whether a student is a mature minor, refer to the department's policy on [Mature Minors and Decision Making](#)
- a parent or carer whose child is 16 or over and the beneficiary of a financially means-tested card but are not considered a mature minor. Applicant to use the 16 and over parent consent form.

For students over 16 years of age and where the eligible card is in the name of the student, the fund is only granted to that student, not their siblings.

Criterion 2 – Be of school age and attend a Victorian school

For the purposes of CSEF, students may be eligible for assistance if they attend a registered Victorian school.

CSEF is not payable to a student attending pre-school, kindergarten, TAFE or who are home schooled.

Special Consideration

A special consideration eligibility category exists to assist families and students in certain circumstances. Applications should be made through this application form. For more information, refer to: [Camps, Sports and Excursions Fund \(CSEF\): Eligibility](#).

Payment amounts

The CSEF is an annual payment paid directly to the school and will be allocated by the school towards camps, sports and/or excursion costs for your child. Please refer to the department's policy for the current rates and more information, [Camps, Sports and Excursions Fund \(CSEF\): Payment amounts](#).

How to complete the application form

Note: all sections must be completed by the applicant.

1. Complete the APPLICANT DETAILS section.
Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.
2. Complete the STUDENT DETAILS section for students at this school.
3. Sign and date the form and return it to the school office as soon as possible and no later than the end of Term 2.

Privacy Statement

The Department of Education is committed to protecting your privacy. All information collected will be handled in accordance with the Privacy Data and Protection Act 2014 (Vic) and the Health Records Act 2001 (Vic). This personal information is collected to assess your eligibility to receive a CSEF payment. Your data is securely managed and only shared with Centrelink and DFFH when necessary for business operations or legal compliance. By submitting this form, you consent to our data practices. For more information regarding correction to your personal information or the handling of personal information please email csef@education.vic.gov.au. For more information about the departments privacy policy, please visit: [Schools' privacy policy | vic.gov.au](#)

Camps, Sports and Excursions Fund

APPLICATION FORM

School Name

School Ref ID

Applicant details

Surname	
First Name	
Address	
Town/Suburb	
State and Postcode	
Contact Number	

Centrelink pensioner concession **OR** Health care card number (CRN)

 - - -
OR ☐ Veterans affairs pensioner (Gold Card)* **OR** ☐ Special Consideration**

*Applicants must provide a copy of the Veteran Affairs Gold card.

**Out of Home Care applications must include a letter of support from the institution facilitating the arrangement (for example, Mackillop Family Services or the Department of Families, Fairness and Housing (DFFH)) as evidence of the arrangement and must be no more than 18 months old).

Student details

Child's surname	Child's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

Declaration

I authorise the Victorian Department of Education (DE) to use Centrelink Confirmation eServices to perform an enquiry about my Centrelink customer details and concession card status to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Victorian Department of Families, Fairness and Housing (DFFH) to provide the results of any enquiry to DE regarding temporary care orders. I understand that:

- DFFH or Centrelink will use information I have provided to DE to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DE personal information including my name, address, payment and concession card type and status.
- This consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DFFH and provide it to my child's school so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- If I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DE.
- Information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to DFFH and/or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You can request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant _____

Date ____/____/202__

Annual privacy reminder for our school community

Ourschool collects anduses student andparent personalinformation forstandard school functions or where permitted by law, as stated in the Schools' privacy policy and the Schools' privacy collection notice.

Our Photographing, Filming and Recording Students policy

<https://portlandsc.vic.edu.au/our-school/policies/>, describes how we collect and use photographs, video and recordings of students. The policy also explains when parent consent is required and how it can be provided and withdrawn.

We ask parents to also review the guidance we provide on how we use Microsoft 365 safely at the school and what parents can do to further protect their child's information. If after reviewing the guidance, you have any questions or concerns regarding your child using Microsoft 365, please contact the school.

For more information about privacy, refer to: Schools' privacy policy: information for parents. This information is also available in eleven community languages:

- Amharic
- Arabic
- Chinese
- Dari
- Gujarati
- Mandarin
- Somali
- Sudanese
- Turkish
- Urdu
- Vietnamese

Portland Secondary College is a Child Safe School



Portland Secondary College

Creating the Opportunities...

Do you want to get further involved in your child's education?

Would you like to have input into how
Portland Secondary College operates?

Then how about considering joining our School Council!

Parents on school councils provide important viewpoints and have valuable skills and a range of experiences and knowledge that can help inform and shape the direction of the school. Those parents who become active on a school council find their involvement satisfying and may also find that their children feel a greater sense of belonging.

Who can join school council?

Parents and Guardians can all be elected on to School Council. Council is also made up of the Principal, Assistant Principal, Business Manager and a staff member, as well as elected students and the Deputy Captains of the College.

Portland Secondary College Council also includes a community member category – members are co-opted by a decision of the council because of their special skills, interests or experience. Generally, the term of office for all members is two years. The term of office of half members expires each year, creating vacancies for the annual school council elections.

How can you become involved?

By participating in, and voting in the school council elections, which are held in Term 1 each year. However, ballots are only held if more people nominate as candidates that there are positions vacant. In view of this, you might consider either standing for election as a member for School Council, or encouraging another person to stand for election.

Get involved in your child's education.

Contact the Principal

on **55231344**

Join the School Council at PSC!

for more information.

PO Box 452

170 Must Street Portland VIC

03 5523 1344

portland.sc@education.vic.gov.au

ABN: 45 147 185 348



Portland Secondary College

Creating the Opportunities...

High Expectations at PSC

Staff at Portland Secondary College have a belief that all students can be learners and leaders and we work hard to create opportunities for all students to be active and engaged. We aim to foster high expectations and four core values in all our students.



Respect - We demonstrate respect when we actively contribute to a positive classroom culture; following classroom rules, being considerate of others' needs, being an active listener, not talking out of turn, being inclusive of others, looking after each other, our equipment and our environment and wearing correct uniform.



Success - We demonstrate success when we take active responsibility for our own learning; being punctual and organised, being focused and fully participating in classes and completing all tasks both in and out of the classroom.



Resilience - We demonstrate resilience when we show consistent effort; striving to do our best even when we find tasks challenging. Resilient students seek support when they need it, tell an adult when things really aren't going well, ask lots of questions and push to extend themselves at every opportunity.



Creativity - We demonstrate creativity when we apply our knowledge to new experiences and challenges, willingly trial problem-solving strategies, and embrace our strengths and areas for growth to enhance our learning experiences.

By working in partnership, parents, staff and students can ensure that a positive education experience is enjoyed by all.



High Expectations in the JUNIOR SCHOOL

We are **SUCCESSFUL** when we:

- ☐ Arrive before the bell
- ☐ Line up quietly
- ☐ Bring correct equipment to every class
- ☐ Give everything our best go
- ☐ Complete all homework
- ☐ Take pride in our school community

We are **RESPECTFUL** when we:

- ☐ Are kind to others
- ☐ Are kind to ourselves
- ☐ Care for property and our environment



High Expectations in the MIDDLE SCHOOL

We are empowered to SUCCEED by:

- ☐ Arriving to mentor and classes on time
- ☐ Bringing correct equipment to every class
- ☐ Wearing full school uniform
- ☐ Completing & submitting all work
- ☐ Respecting ourselves, each other, facilities, and the environment
- ☐ Taking responsibility for all equipment (e.g. locks on lockers)
- ☐ Participating positively and actively in our school community
- ☐ Being prepared to seek opportunities for self-improvement



High Expectations in the SENIOR SCHOOL

In the Senior School community we:

- ☐ Respect each other, ourselves, and spaces
- ☐ Are quiet and productive in our work and study time
- ☐ Encourage, support and celebrate each other's efforts and successes
- ☐ Are responsible for following the VCE & PSC rules and regulations
- ☐ Are active participants who take pride in our education
- ☐ Model positive behaviours
- ☐ Learn from mistakes and feedback

Compass - Attendance & Wellbeing

Attendance and wellbeing are complex, interconnected issues, but keeping track of this information shouldn't have to be difficult. Compass has made sure of that.

Entering an Attendance Note

1 From the Compass home screen (or from your student's profile), click the **Add Attendance Note** item.

2 From the pop-up window

- ➔ Select the reason
- ➔ Enter a brief description of the absence
- ➔ Select the start and finish time
- ➔ Click the 'Save' button

Where possible, attendance notes should be entered prior to the absence/lateness occurring.

Edie Allen

- Profile (Attendance, Schedule, Reports)
- Send email to Edie's teachers
- Add Attendance Note (Approved Absence/Late)
- View Academic Reports
- Order Photos
- Book Parent Student Teacher Conference

What is an Attendance Note?

An Attendance Note is used to explain when your child is absent or late for school.

Attendance Note Editor

Note Details

Person: Edie ALLEN

Reason: Medical/Illness

Details/Comment: Feeling unwell - have a medical appointment this afternoon

Potentially Affected Sessions

Activity	Start	Finish
OSGER_ISA (Yr 5 Game...	08/02/2021 09:00 AM	08/02/2021 12:00 PM
OSGER_ISA (Yr 5 Game...	08/02/2021 12:30 PM	08/02/2021 03:30 PM

Important Notice

In clicking 'Save', you understand, certify and accept that you are a lawful parent/guardian for this child, and the information above is correct, and this online approval does NOT constitute a medical certificate, and students enrolled in VCE are required to submit a medical certificate to the school in addition to this approval, and any fraudulent action or intentional misuse of this feature may result in administrative, criminal and/or civil action against you (by your registered school, affiliated entities and/or the product issuer).

Start: 08/02/2021 09:00 AM Select a period...

Finish: 08/02/2021 03:30 PM Select a period...

Save Cancel

Summary

Using Compass you can view up-to-the-minute attendance information for your child.

Notes

This sub-tab provides a list of attendance explanations for your child. From this tab you can also add absence notes (both past and future).

Daily Snapshot

Recent school news items and information relevant to you. This may include newsletters, details of upcoming events.

Explain Specific Absences

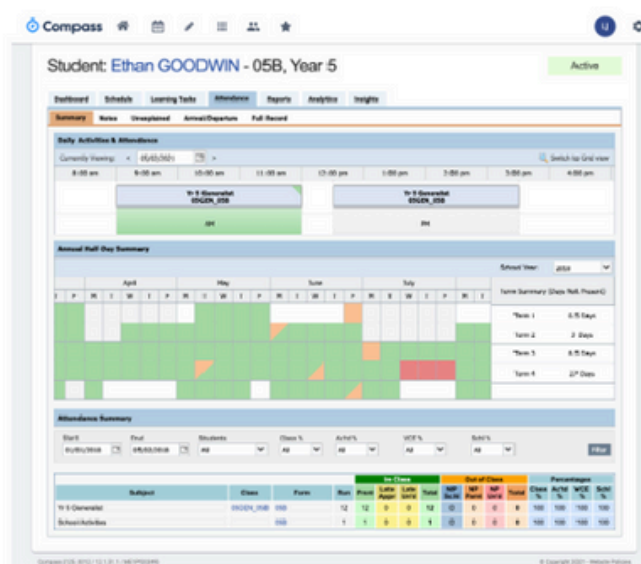
This sub-tab provides a list of all unexplained lates and absences from class. From this tab you can click to approve specific absences.

Attendance Summary

Includes a summary of attendance in each class. For full details about a specific absence, click the appropriate number in the grid. For an explanation of a heading item, hover your mouse over the heading of interest.

When students are marked 'Not Present' in class this can sit in one of three different categories. These include:

- NP Schl** Not present in class and is explained by a school related activity.
- NP Parnt** Not present in class and is explained by a parent approval.
- NP Unap** Not present in class with no explanation entered.



We must have parent / carer communication for every single day your child is absent.

WELCOME BACK!

2026 DAY 1 ...



WELCOME BACK!

2026 DAY 1 ...



WELCOME BACK!

2026 DAY 1 ...



WELCOME BACK!

2026 DAY 1 ...





Community News

We love hearing from our community, please contact us if you have an event or story to share.

newsletter@portlandsc.vic.edu.au | 03 5523 1344

NEW NETBALL SEASON!

Monday Nights

REGISTER TODAY!

Kick's off on 2nd February
NetSetGo starts 16th February



We Welcome:

Full/Part Teams • Individual players • Umpires
Coaches & Volunteers

All skill levels – from beginners to experienced players



4.30pm: NetSetGo
5.30pm: Juniors, Inters & All Abilities
6.20 & 7.10pm: Seniors, Mixed & Walking

Whether you're keen to compete, test your new skills, or just enjoy a fun and friendly social environment, this season is for you.

Respect

Success

Resilience

Creativity



PORTLANDSWIMCLUB@OUTLOOK.COM.AU

COME AND Try

We welcome swimmers who wish to compete, make new friends or just keep up their fitness levels!

Club members must be able to swim 50m of freestyle, backstroke and breaststroke, and demonstrate butterfly kick

www.portlandswimclub.com.au

The Portland Swimming Club is a thriving community club offering fun, friendships, and an optional competitive pathway.

Come & Try with us!

Email the club to register your interest and arrange for a personal assessment.

portlandswimclub@outlook.com.au

Portland BMX Club

FREE COME & TRY SESSION

Come & Try BMX Racing and experience riding our local track and find out what BMX is all about and how to get involved.

ALL AGES & SKILL LEVEL WELCOME

Track sessions - Tuesday nights from 4:30pm

Racing - Wednesday nights from 5:30pm

SESSION 1 - UNDER 8 YEARS

10-10:30

SESSION 2 - OVER 8 YEARS

10:30-11

What to bring:

- Bike
- Water Bottle
- Enclosed shoes
- Long sleeve shirt & pants
- Helmet - (full face if you have one)
- Gloves (if you have them)

Limited race bikes, gloves & helmets are available to borrow from the club.

HOW TO REGISTER:

Please visit Portland BMX Club on facebook or instagram or scan the QR code above to complete the registration form. To help us with planning please ensure that you complete the form before the day as numbers for each session are limited.



Contact Us
Maddy - 0409618405



More Information
Portland BMX Club



SCAN
HERE
TO
REGISTER



10-11 AM

7

FEBRUARY

PORTLAND
BMX CLUB

ALEXANDRA PARK
13 PARK ST, PORTLAND,

Hi Schools/Pre-schools,

It is that time of year again “**TYRENDARRA SHOW**”, 14/2/2026. We would love to see your student’s wonderful creations decorating our wall space again. Our ‘budding artists’ always excitedly point out their drawing/ painting/collages to their proud families. It is a busy time for you and we appreciate the effort it takes to support local events and to give your students different opportunities.

TOPICS this year:

* Free choice

or

“Different animals we would like to see in the show”.

Maybe ‘Ollie the Octopus’ or an imaginary ‘uptydowny’ in the pet parade. Free rides on a friendly dragon perhaps. The possibilities are endless.

Good Luck!

*Machines

* If your school/grade or students would like to enter and would like a **pick up**, I have enclosed my contact details. All groups need to be ready by **Friday** lunch (13/2/26) so we can get them displayed.

Janetnunn1@hotmail.com

* Please ensure artwork is clearly labelled with section, grade and school. Names are fine on the front for easy location for parents if you wish.

* A3 and below is preferred to ensure adequate space.

Once again, Thank you
Janet Nunn, Tyrendarra show Art Steward