

OUR VISION
Growth Through Learning

OUR MISSION STATEMENT
Cambridge Primary School strives to equip and empower lifelong learners that contribute collaboratively to build a positive, inclusive, and successful school and community.



Cambridge Primary School

Respect-Integrity-Self-resilience -Excellence.

MESSAGE FROM THE PRINCIPAL

Jane Budd

Welcome back to all our students and families! We are so excited to see our returning students and extend a warm welcome to those joining the Cambridge Primary School community for the first time. A special welcome to our prep students who started their very first day of school last week! We are thrilled to have you join our school community and can't wait to see you begin your learning journey. This year promises to be full of learning, fun, and new experiences. Our teachers and staff are ready to support your children in discovering their strengths, building friendships, and achieving their goals.

We look forward to working together with families to make 2026 a successful and inspiring year for every student. Here's to a fantastic start to the school year!

Every student will receive a school diary. These diaries are an important tool for communication between staff, students, and parents. They help students stay organised, take responsibility for their learning, and develop independence and organisational skills that will benefit them beyond the classroom. Regular use of the diary also supports clear communication between home and school. The expectation is that diaries are at school each day.

I would also like to remind all parents, carers, and visitors that adults are not permitted to walk around the school grounds during school hours. If you need to collect your child or drop something off, please go directly to the office. Our staff will make any necessary arrangements.

This procedure is an important part of our child safety requirements and ensures we always know who is on site. Thank you for your support in helping keep Cambridge Primary a safe and secure place for every student.

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R espect	We will... <ul style="list-style-type: none">• treat others with compassion, care and fairness• value and celebrate people's differences• be a caring and courteous friend• use kind words and be polite in all interactions• include others in our school, classroom groups and house colour activities• show care and concern for others
I ntegrity	We will... <ul style="list-style-type: none">• make positive choices even when no one is watching• be honest, true and fair• take responsibility for actions and accept consequences• follow our school values and expectations• represent the school in all situations with positivity and pride• be safe and considerate
S elf-resilience	We will... <ul style="list-style-type: none">• try our best and find new ways to reach personal goals• bounce back from mistakes and setbacks• use growth mindset skills and strategies to overcome challenges• be positive and enthusiastic about learning• stretch the limits and take risks
E xcellence	We will... <ul style="list-style-type: none">• aim high to be the very best we can be• be positive and enthusiastic about learning• come ready to engage in learning• set challenging learning goals• be a positive example to others• strive to learn and gain new knowledge

All students have been working on unpacking our school values. This is an area in which we will continue to instil in our students, and we ask our community to share in this focus also. Encouraging our students that no matter where they are in the community, they should always show our school values. Our school values do not have an expiry date, and our expectation is that every child, teacher and community member instil these values. Let's be proud to be a member of the Cambridge Community.

Respect – Integrity – Self Resilience – Excellence Respect – Integrity – Self Resilience Excellence

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To help create a safe and calm learning environment where learning is the priority, we ask for your support in ensuring students are ready for the school day. Each morning, teachers are setting up this routine by having students line up at their classrooms to prepare for learning. The morning music plays an important role in this, as it helps prepare our students for learning and signals the transition into the school day. It is also important that we remind our students to walk, not run, while moving around the school during learning time. Your support in reinforcing these expectations at home will help set students up for a positive and focused start to the day.

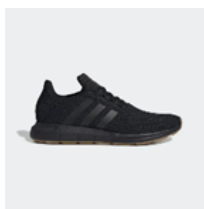
Playgrounds & School gates

We ask that no students or siblings are on playgrounds before or after school. Students are to walk calmly to their classrooms and wait patiently for the bell to go. All school gates will open each morning from 8.35am -8.50am, and afterschool from 3.10pm -3.35pm. Please make sure you are on time dropping off & pick up your child/ren from school. Cambridge Primary Schools' yard duty policy is available through the front office.

UNIFORM

Wearing our school uniform with pride is essential. Please ensure that you send your child/ren to school in our full school uniform every day. From week 3 onwards our parents and carers will begin to receive notices of incorrect uniform items. If you are unsure of our uniform policy, please visit our website.

A reminder of the schools' uniform expectations – specific jewellery i.e. ear studs and sleepers can be worn, but no necklaces, bracelets or rings are to be worn. Hair ties and bows must be school colours. All students are required to **wear black school shoes or black sport shoes.**



SUN SMART

A reminder to children and families that UV levels start to rise significantly from mid-August and our SunSmart policy applies - SunSmart Policy. Students must bring a school or navy broad-brimmed, legionnaire, or bucket hat to school every day. As per our policy, hats must be worn whenever students are outdoors from now until the end of April. If your child has lost their hat, new hats can be purchased from Noone 54 Old Geelong Rd, Hoppers Crossing.

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WORK OVER THE BREAK

A great deal of exciting work took place around the school over the holiday break two classrooms were freshly painted, and new carpet was installed creating brighter and more comfortable learning spaces for our students. Our Ninja Course is also nearly complete and will soon be ready for our Year 3–6 students to enjoy. Over the coming weeks, students will learn how to use the equipment safely during their PE lessons. This new addition which students last year had input into will provide a fun and active way for them to build strength, coordination, and confidence.



New garden bed has been established across the portables, helping to create a greener and more inviting environment. We are also in the process of upgrading the wooden seating areas around the school, so students have improved spaces to relax, socialise, and learn outdoors. Parent contributions play an important role in helping us fund projects like these, and we truly appreciate your ongoing support in improving our school grounds and facilities for all students



ANNUAL PRIVACY REMINDER

Our school collects and uses student and parent personal information for standard school functions or where permitted by law, as stated in our schools' Privacy Policy and our school's Privacy Collection Notice. We ask parents/carers to review our school's collection statement, found on our website www.iramoops.vic.edu.au. For more information about privacy, refer to: Schools' Privacy Policy – information for parents. This information is also available in ten

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community languages: Amharic, Arabic, Dari, Gujarati, Mandarin, Somali, Sudanese, Turkish, Urdu, Vietnamese.

MOBILE PHONES

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 2024 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. If students bring mobile phones to school, they **MUST** be brought to the office in the morning and collected at the end of the day.

Further information

Emergencies: 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.

School mobile phone policy: A copy of our school's local mobile phone policy, which implements the government's mobile policy in line with our local context, is available <https://cambridgeps.vic.edu.au/wpcontent/uploads/2024/09/Mobile-Phone.pdf>

PARENT CONTRIBUTION 2026

We continue to invite parents once again to make payment towards the 2026 school voluntary contributions. Parent contributions can be made via the office, phone, BPay or Compass Pay.

Cambridge Primary School Council approves the school contributions each year, ensuring costs to parents are kept to a minimum, affordable for families and proportionate to the needs of the school. Contributions go specifically towards items that we believe add value to the school experience for students.

Within our school this support has allowed us to offer a wide range of special curriculum experiences for our students

- New upgrades around the school
- Refurbishment of school grounds

We continue to value your contributions in supporting our school's programs and resources, without your contributions, many of these things may not be possible.

Please contact the school on 9748 9011 or via email cambridge.ps@education.vic.gov.au for your specific family Bpay details and any further details you may require.

Once again, we thank you for your ongoing support and valued contribution

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SCHOOL ATTENDANCE 2026

Throughout the year, you will often hear us address the importance of attending school each day. Daily school attendance is important for all children to succeed in education and ensure they do not fall behind both socially and developmentally. Children who regularly attend school have better health outcomes, better employment outcomes, and higher incomes across their lives. It is important children develop the habit of attending school daily at an early age.

There are no safe number of days for missing school, each day a student misses puts them behind and can affect their longer term educational and social outcomes. It is just as important for students at the beginning of their school journey to be at school each day as it is for those who are moving on to secondary school next year. EVERY day is important to ensure solid foundations for learning are built.

We will continue to rigorously monitor student absences, particularly unexplained absences, which means you will receive a phone call from the school, any time your child is absent for unexplained reasons and sometimes even when the absence is explained. If your child is absent, please inform us before 10 am of the reason. We will also not approve absences due to extended family holidays which occur during the term. Whilst it is more expensive, in terms of your child's development, it is an investment in your child's future by going on family holidays during the school holidays.

MEET AND GREET

Meet and Greet interviews will be conducted for Prep to Year 6 families from 1.00 pm to 5.30 pm on Wednesday 4th March 2026. Interviews will be of 10 minutes duration. Meet and Greet sessions are **not** for discussing academics, rather this time is used for our teachers to meet with our families to get to know our students. During this time, you may wish to share things like family dynamics, outside-of-school interests, fun facts about your child/family, or any other important information relating to how your child learns. Information on how to book your 10-minute session will be communicated via Compass closer to the date.

Student will be dismissed at 12.25pm on this day.

The Compass booking system will be open from Monday 16th February 2026 at 9.00 am until 4.00 pm Friday 27th February 2026.

STUDENT ACCIDENT INSURANCE

Principals have also been asked to remind parents that the Department does not provide personal accident insurance for students. Parents and carers are responsible for paying the cost of medical treatment for their own children and this includes transport cost. The Department is aware of the number of insurers including JUA Underwriting Agency Pty Ltd, EBM Insurance Brokers Pty Ltd and JLT Pty Ltd, who provide accident insurance policies for students. These policies provide cover for a reasonably low cost for students who are injured in accidents. Other insurers may also do so.

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CAMBRIDGE FAMILIES EXPECTATIONS

At Cambridge Primary School, we are committed to maintaining a positive, safe, and respectful environment where every member of our community feels valued and supported. Schools are places of learning for students and workplaces for staff, and everyone has the right to feel safe, respected, and free from intimidation. Creating and sustaining a positive school environment is a shared responsibility. Staff, students, and parents/carers all play an important role in fostering a culture of respect, collaboration, and kindness. When this occurs, it supports student wellbeing, strengthens relationships, and enhances learning outcomes for all.

Unfortunately, when a small number of parents or carers engage in unreasonable or unacceptable behaviour towards staff or other members of the school community, it can negatively impact health, safety, and wellbeing. Such behaviour also affects the wider school community.

Unacceptable or unreasonable behaviours include, but are not limited to:

- Violence or threats of violence, including intimidating behaviour, aggressive gestures, or invading personal space
- Rude, aggressive, or threatening behaviour in person, over the phone, or online
- Sending demanding, rude, or confrontational emails, letters, or messages
- Discriminatory or derogatory comments
- Inappropriate or threatening remarks about the school, staff, or students on social media or public forums

Respectful behaviours at all times. Parents and carers can support a positive school environment by:

- Modelling respectful and positive behaviour for their children
- Communicating politely and constructively with staff and other community members
- Working collaboratively with the school to achieve the best outcomes for students
- Following school processes and protocols when raising concerns or making complaints
- Treating all staff, students, and families with courtesy and respect

By working together and treating one another with respect, we ensure Cambridge remains a welcoming, supportive, and safe place where students can thrive and staff can work with confidence and pride.

Thank you for your continued support in strengthening our school community.

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School staff have a right to be safe at work

Parents, carers, advocates and other adults in our school community are required to engage respectfully with school staff.

Your leadership team and the Department of Education will take swift action to address unacceptable behaviour from them, including by calling the police if required or issuing them with a School Community Safety Order.

These behaviours are not okay in-person, over the phone, by email, text message or on social media:

- ✗ Rudeness
- ✗ Intimidation
- ✗ Insults or offensive communication
- ✗ Discriminatory or derogatory comments
- ✗ Aggression, including raising their voice at you
- ✗ Threatening gestures
- ✗ Harassment
- ✗ Threats
- ✗ Malicious or defamatory communications
- ✗ Violence

If you experience any of these behaviours, please speak to your principal, report in eSafetyPlus and inform your elected Health and Safety Representative.

Scan the QR Code to learn more about how to manage parent behaviour in the Work-related Violence Policy.

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 - value and celebrate people's differences
 - be a caring and courteous friend
 - use kind words and be polite in all interactions
 - include others in our school, classroom groups and house colour activities
 - show care and concern for others

Integrity

- We will...
 - make positive choices even when no one is watching
 - be honest, true and fair
 - take responsibility for actions and accept consequences
 - follow our school values and expectations
 - represent the school in all situations with positivity and pride
 - be safe and considerate

Self-resilience

- We will...
 - try our best and find new ways to reach personal goals
 - bounce back from mistakes and setbacks
 - use growth mindset skills and strategies to overcome challenges
 - be positive and enthusiastic about learning stretch the limits and take risks

Excellence

- We will...
 - aim high to be the very best we can be
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 - set challenging learning goals
 - be a positive example to others
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CHANGE OF CONTACT DETAILS

It is absolutely critical, that the school is advised immediately of any changes to parent or emergency contact details (mobile phone numbers, addresses etc). These become vital when children are unwell or injured. Prompt contact with families can avoid a lot of distress and confusion.

The Department of Education does not provide accident insurance or ambulance cover for students. Parents are liable for all medical expenses incurred because of student injury, including transport costs such as ambulance or air ambulance costs, which can be very expensive. **We highly recommend that all families have their ambulance subscriptions up to date.**

2026 Curriculum Days & End of Term Times

All last day of terms will conclude at 1.45pm	
Term 1	Tuesday 27th January Wednesday 28 th January - Students in Year 1-6 return Thursday 29 th January - Students in Prep return Finishes Thursday 2 nd April
Term 2	Starts Monday 20 th April Friday 5 th June Curriculum Day Finishes Friday 26 th June
Term 3	Starts Monday 13 th July Friday 4 th September Curriculum Day Finishes Friday 18 th September
Term 4	Starts Monday 5 th October Monday 2nd November Curriculum Day Finishes Friday 18 th December


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IMPORTANT DATES		Term 1 2026
11th February		Breakfast Club
13th February		Whole School Open Afternoon 2.30pm-3.15pm
16th February		Breakfast Club Whole School Assembly 9.00am Grade 5 Swimming – all week
18th February – 20th February		Grade 6 Camp
23rd February		Preps start full time
27th February		Breakfast Club
4th March		Meet and Greet Students finish 12.25pm
9th March		Public Holiday

Wellbeing



Student Support Group (SSG)

What is an SSG Meeting?

An SSG is a partnership between schools, parents/carers, the student and relevant agencies. The group works together to plan and support the educational, health, social, cultural and emotional wellbeing of students with diverse learning needs.

Which students require an SSG?

- DI funded or going to be (termly SSGs)
- Out of Home Care (termly SSGs)
- Koorie students

When do SSGs occur at Cambridge Primary School?

Once per mid term, typically week 5.

SSGs are highly recommended for students with:

- physical disability
- learning difficulties
- intellectual disability
- autism
- hearing loss
- vision impairment

How do I book an SSG meeting?

You will be notified via Compass early each term and will book via our online system in Compass.
If you have any questions, please email Mel McArthur:
cambridge.ps@education.vic.gov.au

What does an SSG meeting include?

An SSG meeting lasts up to 20 minutes in duration. During this time attendees develop and implement an Individual Education Plan (IEP).
An IEP includes:

- short-term goals that will lead to the achievement of long-term goal/s.
- student voice.
- acknowledges and celebrates the achievement of student progress.
- communicates individual and shared responsibilities.
- includes a record of important decisions, actions and student progress.
- Personal Emergency Evacuation Plans (PEEP) may be discussed and signed off by parents and teachers.

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Our School Partner



Looking to buy or
sell your home?

Contact your local area specialist today.

Jeff Gaul
0406 270 790
jeff.gaul@raywhite.com

For every home sold through mention of the school, Cambridge Primary School will receive a generous donation.

raywhitewerribee.com