

Melville Matters

A Proud Member of the Macleay Educational
Community of Public schools

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Term 1 – Issue 1

Tuesday, 14 February 2017

Term 1

Week 5

Mon 5 th Feb	Zone Swimming
Wed 22 nd – 24 rd Feb	Yr 11 Study Camp

Week 6

Wed 1st Mar -	Yr 7 Peer Support camp
Fri 3 rd Mar	to Yarrahappini

Welcome to 2017. The start to the year has been busy with many new students requesting positions at Melville High. Our 2016 HSC results were excellent and students are now settling in to University or preparing for other phases of their adult working life, we wish them all the best and remind all former students that they can still call on staff for assistance or advice if needed. I thank all students, parents and staff for the continued hard work which leads to these high standard results and we are all confident that the HSC class of 2017 will also reach the same outstanding levels.

It has also been very positive to see all students wearing the full school uniform with such pride. We appreciate the efforts of all families in ensuring your child is correctly attired each day. Once again our brilliant Peer Leaders continue to support their Year 7 “buddies” to help smooth transition to High school. The other years have quickly begun to focus on their studies and can already be seen reaping the rewards of their diligent attitude. You can keep posted on activities through the “Melville High School” Facebook page and via the school website which has links to the Facebook site.

On Tuesday 7th February, the annual swimming carnival was held under blue skies and in warm

conditions. All those who attended had an enjoyable day and the “Salmon relay” for house points once again allowed everyone the chance to participate and earn points while cooling off between the competitive events. Thanks to PDHPE staff, who coordinated the day.

There have been a number of staff changes this year and you will have an opportunity to catch up with the teachers later in the term. They include – Mrs Baker (Deputy Principal years 8, 10 and 12) Mr Mavin (Head Teacher Science), Ms Ingles (relieving HT PDHPE), Mr Davidson (TAS Teacher) Ms Herbert (Support Unit), Mr Squires (Counsellor). Mrs Hattenfels will be the year 7 Year Advisor and Mrs Aspiotis will take over Year 9. Mrs Mascord is looking after Careers and Ms Jackson is assisting the Deputy Principals.

Finally, I again encourage everyone to participate in some way in the school, whether it is volunteering some time to assist at the canteen, attending the P & C in the Library at 6.30PM on the Second Wednesday of the Month (8th of Feb & 8th March) or contacting staff to see how you can help your child with their work in the classroom. We will also be seeking input from Parents through focus group discussions, so keep a look out for invitations to be involved.

Jeff Hollingsworth
Principal

From the PE Department

On Tuesday 7 February, we held our annual Swimming Carnival which created a great relief from the hot weather we have been having.

It was a very successful day; good swimming results, happy and engaged students, and many staff got in and got wet!!





Mental health and Our Schools Success

At Melville High we are beginning to implement a mental health program, “Mindmatters” across the whole school. We believe that the mental health of students affects all aspects of the school community – from student engagement and academic achievement, to social adjustment and staff morale. Schools that promote a positive environment perform better, attract and retain more students and build a strong reputation in the community. The mental health of all our students is a key foundation for our schools success.

What is Mindmatters?

MindMatters is a mental health initiative for secondary schools that aims to improve the mental health and wellbeing of young people. It provides structure, guidance and support while enabling schools to build their own mental health strategy to suit their unique circumstances. The use of MindMatters’ comprehensive resources has mental health benefits for the entire school community – including students, families and school staff.

How Does It Work?

MindMatters is based on the principle that the best mental health strategy is one that prevents issues from arising in the first place. For this reason MindMatters helps schools promote positive mental health through the whole school community, and aims to prevent mental health difficulties in students by taking steps to improve relationships and resilience. MindMatters provides staff with practical advice and guidance so that they can support students who may be struggling with mental health difficulties in a timely and appropriate way. Promotion, prevention and early intervention are central ideas of the MindMatters’ approach.

If you would like to learn more about this initiative go to: <https://www.mindmatters.edu.au/>
The Wellbeing Team

Parent Online Payment

Parents and carers may make online payments to Melville High School using either a **Visa** or **MasterCard** credit or debit card.

IMPORTANT:

- Please make online payments **by 6pm the day before payment is due**. If a payment is made **after** 6pm the school will not see that payment until the second business day. **For example:-** Payment made at **7pm on Monday evening** will be on the report the school accesses on **Wednesday morning**. So it is imperative to make your payment by 6pm the day before payment is due to make sure payments for excursions etc. reach the school on time as late payment can affect cut off dates/times for events.

TO MAKE A PAYMENT:

Click the link ***Parent Online Payment*** to be redirected to the **secure Westpac payment page**. You will no longer be in the Melville High School website. (If using an Apple computer, you may encounter difficulties using Safari. Please try an alternative browser.)

To make sure the correct student and payments are identified, when you access *Parent Online Payment*, you must enter:

- Student’s FULL name (Given Name, Preferred Name, Family Name)
- Student’s Year or Roll Class
- Date of Birth
- Fill in Payers details.

Where a parent/carers is paying for **multiple students** the parent should enter payments separately for each student by selecting *Make Another Payment* option, after completing the first student’s transaction.

SECURITY

- Details are entered each time you make a payment as student information is not held within the payment system. **No student's details are given to Westpac.** As a consequence, payments for each child need to be made separately. You must also enter details about the person making the payment.
- This is a secure payment system hosted by Westpac to ensure that your credit/debit details are captured in a secure manner. These details are not passed back to the school.

How does it work? (Short summary)

- Under payment options, you enter the activity or item for which you are paying. Write a title in the Payment Description (eg. General Contribution, Yr 7 Camp, Yr 12 Formal Tickets, Yr 10 Food Technology subject fee, etc) that will enable the school staff to match your payment with the school activity or item. **For excursions**, write the name of the excursion plus the Receipt Code which in future will be found on the permission slip (eg **Yr 8 Camp, 044-181.**)
- Multiple items can be paid for in one transaction. There is no minimum amount applicable to online payments.
- If you have received a **Statement of Account** and wish to pay the total, you may list this as "Full payment of account" in the *Other* field, without having to list each item individually.
- You have the ability to check and change any details of the payment before the payment is processed.

Receipts

- You can print your own receipts and/or have the receipt emailed to your email account. This gives you immediate proof that you have paid for the item. Optionally, the Parent Online Payment Receipt number may be written on

permission slips to assist the school to identify your payment.

- **The next morning**, details of the payments are passed to the school where they will be matched against your child's account. As a receipt has been issued from the payment page, a further receipt will not be issued by the school.
- It is very important for parents to **keep receipts**. If parents have made an error they need to contact the School Administrative Manager immediately.
- After making an online payment, please return the excursion permission note to the box in the front office marked POP payments. This is especially important for excursion payments as permission for students to attend must be received.

