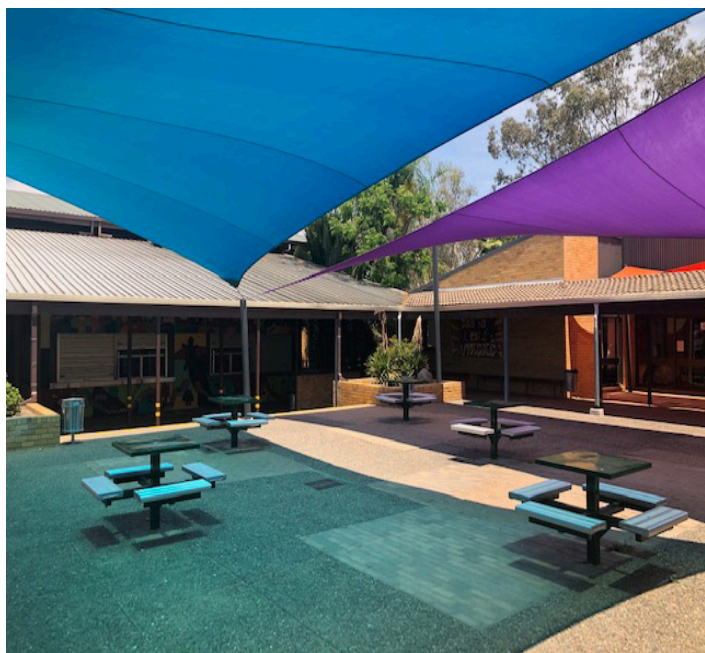


Peel High School

Newsletter



Our new shade structure over the canteen quad was installed at the beginning of Term 4.

Looking forward to seeing more playground upgrades in 2020.

Calendar - Term 4

November 13	Year 12 Formal Goonoo Goonoo Station
Nov 18	P&C Meeting 6pm
Nov 12	Year Fundraising Day (Zooper Doopers)
Nov 25-29	Western Cultural Excursion (Goodooga)
Nov 28	SRC Social Event Disco

REMINDER TO ALL PARENTS & CARERS

As a safety precaution, should you need to drop any items off to your child during school hours please drop them into the front office.

Students are not permitted to meet you outside school grounds or wait near the front or back gates/ fence to collect items from you.

This is a safety issue.

Parents please note:

Before School our playgrounds are unsupervised until 8.20am each morning and then only minimal supervision until Roll Call at 8.50am.

Front Office Hours

8am to 4pm (Monday to Friday)

Payment Office

8.30am to 3.30pm (Monday to Friday)



Principal's Report



Welcome to our November Newsletter.

Our current Year 12 students are almost finished their HSC Exams. From all reports, they have been fine ambassadors for our school with the exam supervisors praising them for their diligence and manner. We look forward to receiving their results for all their hard work on the 17th December.

I would like to congratulate our new Senior School Leadership Team for 2020. Our new School Captains are Maya Olrich and Watson Gebadi, Vice Captains are Dykota Hammond and Mathieu McIntyre-Fogden. I'm sure the entire Senior Leadership Team will have a fantastic year and I look forward to working with them over the course of 2020.

At the beginning of this term our new shade structure over the Canteen Quad was completed. It looks fantastic. Many thanks to Mrs Robinson and her team for all the work they did in getting this established. Hopefully some more shade structures will come in 2020.

Currently, Billy Stanton (AEO), Kerrin Dominick (Business Manager) and I are working to create the foundations for a Yarning Circle in front of the Cultural Shed with an 8 metre x 10 metre hard top structure over it. This will be a great place for all our students and staff to use when it is completed.

Our Canteen Manager has recently completed the process to have our school canteen certified as a Healthy Canteen in line with the NSW Healthy Schools Canteen Strategy and the new menu is up and running.

There has been some comments recently regarding how green the front of the school is. As part of the redevelopment of the front of the school 18 months ago, a large bore and irrigation system was established and used for the watering of the school grounds. Can I assure everyone that we are not using town water on the front grassed area. We are doing everything we can to support the reduction in use of town water and I hope we are being successful in our endeavours.

With the end of the school year rapidly approaching, could I remind all parents and carers that students do not finish school until Wednesday, 18th December. Please be firm and send your child/children to school each day until then.

Until our next Newsletter

Rod Jones

Principal

Science KLA News

Over the last term, our students have been busy.

Both our Year 8 and 10 classes have been conducting experiments, either individually or in a group, to complete their Student Research Project. Many of our students have come up with amazing ideas. Some of these include: The water content in different fruit and vegetables, effects of coffee on plant growth and different conditions for rusting.

Recently all students in the junior school were offered the opportunity to witness the Questacon travelling Science Circus. This visually exciting show was offered as two hour long demonstrations and two workshops. The students really enjoyed the shows and found the workshops entertaining and informative.

Across the school, our Science students have been enjoying amazing learning experiences within the laboratory. Ms Gavin's Year 9 Science students have been building houses out of marshmallows that can withstand a 'jelly' earthquake and Ms Johnson's class have been designing, justifying and building energy efficient houses.

Year 10 have completed their Yearly examinations this week, with Year 7 to 9 to complete theirs over the next couple of weeks.

Our Year 12 classes have finished their HSC examinations and Year 11 have started their HSC courses. We would encourage all senior Science students to work to the best of their ability, utilising revision work and seeking help over the coming year.

This term, Mr Peter Eastwell visited all of the Science staff one afternoon and we were able to have a productive professional learning experience on the importance and implementation of Inquiry Based Learning into the classroom. We are hoping to be able to incorporate this into our lessons for next year.

We would like to congratulate Mrs Knoll on the birth of her baby girl. Mother and baby are doing fine. Later on this year and early next year, we have both Mr Brennan and Mr Bowman welcoming new additions to their families.

Peel High School presents

MAD NIGHT

Wednesday 20th November
From 5.30pm
Peel High School Theatrette



Snacks and drinks will be available for purchase on the night



School Community Charter

 **Collaborative. Respectful. Communication.**

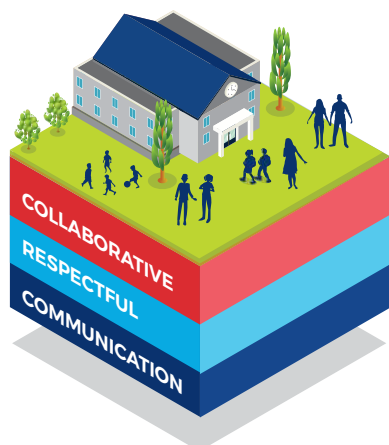
The following School Community Charter outlines the responsibilities of parents, carers, educators and school staff in NSW public schools to ensure our learning environments are collaborative, supportive and cohesive.

What our schools provide

NSW public schools work to create positive environments for students, staff and the entire school community that support student learning. We strive to ensure that every student is known, valued and cared for.

The best education happens when parents and schools work together.

The School Community Charter aligns with the NSW Department of Education Strategic Plan 2018 – 2022.



Positive environments

It is important that our NSW public schools are positive environments and that parents and carers are kept informed of students' progress and school announcements.

Parents and carers can expect:

- to be welcomed into our schools to work in partnership to promote student learning.
- communication from school staff will be timely, polite and informative.
- professional relationships with school staff are based on transparency, honesty and mutual respect.
- to be treated fairly. Tolerance and understanding are promoted as we respect diversity.

We treat each other with respect

We prioritise the wellbeing of all students and staff

Unsafe behaviour is not acceptable in our schools

We work together with the school

Ensuring respectful learning environments for all members of NSW Public Schools communities.



We create
collaborative
learning
environments

We
all play
a part

We work
in partnership
to promote
student
learning

Communicating with our schools

Our staff will find a time to talk to you when they can give you their full attention. Please remember that while our staff are in class or dealing with other matters, they may not be available to answer your questions immediately.

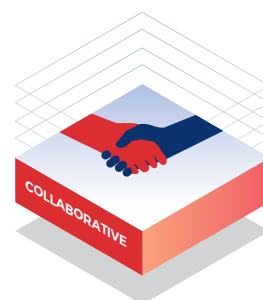
Our schools and communities will make sure that written communication is appropriate, fair and easy to read. We encourage you to use email and social media appropriately to connect with your school and stay up-to-date with up-coming events in the school community.

Our guide for parents, carers and students provides useful information about the complaints process: education.nsw.gov.au/about-us/rights-and-accountability/complaints-compliments-and-suggestions/guide-for-parents-carers-and-students

Respectful communication is a right

In all workplaces people have the right to feel respected. Unacceptable and offensive behaviour has no place in our school communities.

To ensure the wellbeing of students, staff and the community in our schools, steps will be taken to address unacceptable behaviour. This may include restricting contact with the school community or, in more serious cases, referral to NSW Police.



Unacceptable behaviour may include but is not limited to:

- Aggressive or intimidating actions, such as violence, threatening gestures or physical proximity.
- Aggressive or intimidating language, including the use of obscenities, making sexist, racist or derogatory comments or using a rude tone.
- Treating members of the school community differently due to aspects such as their religion or disability.
- Inappropriate and time wasting communication.



Collaborative.
Respectful.
Communication.

School Community Charter

education.nsw.gov.au

ATTENDANCE REWARD PROGRAM

Peel High School is rewarding positive learning behaviour.

Your child can earn a free \$20 gift voucher by having 90% or better explained attendance for term 3.

Every student who reaches this benchmark will receive this reward.



You can assist your child to reach this important learning goal by:

- Ensuring your child attends every possible day.
- Explaining absences by email, text, phone call and written note.
- Helping your child with routines to get them to school on time.

Lateness to class, suspension and truancy will negatively affect explained attendance



Education &
Communities

Compulsory School Attendance

Information for parents

Education for your child is important and regular attendance at school is essential for your child to achieve their educational best and increase their career and life options. NSW public schools work in partnership with parents to encourage and support regular attendance of children and young people. When your child attends school every day, learning becomes easier and your child will build and maintain friendships with other children.

What are my legal responsibilities?

Education in New South Wales is compulsory for all children between the ages of six years and below the minimum school leaving age. The *Education Act 1990* requires that parents ensure their children of compulsory school age are enrolled at, and regularly attend school, or, are registered with the Board of Studies, Teaching and Educational Standards for homeschooling.

Once enrolled, children are required to attend school each day it is open for students.

The importance of arriving on time

Arriving at school and class on time:

- Ensures that students do not miss out on important learning activities scheduled early in the day
- Helps students learn the importance of punctuality and routine
- Give students time to greet their friends before class
- Reduces classroom disruption

Lateness is recorded as a partial absence and must be explained by parents.

What if my child has to be away from school?

On occasion, your child may need to be absent from school. Justified reasons for student absences may include:

- being sick, or having an infectious disease
- having an unavoidable medical appointment
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstance (e.g. attending a funeral)

Following an absence from school you must ensure that within 7 days you provide your child's school with a verbal or written explanation for the absence. However, if the school has not received an explanation from you within 2 days, the school may contact you to discuss the absence.

Principals may decline to accept an explanation that you have provided if they do not believe the absence is in the best interest of your child. In these circumstances your child's absence would be recorded as unjustified. When this happens the principal will discuss their decision with you and the reasons why.

Principals may request medical certificates or other documentation when frequent or long term absences are explained as being due to illness. Principals may also seek parental permission to speak with medical specialists to obtain information to collaboratively develop a health care plan to support your child. If the request is denied, the principal can record the absences as unjustified.

Travel

Families are encouraged to travel during school holidays. If travel during school term is necessary, discuss this with your child's school principal. An *Application for Extended Leave* may need to be completed. Absences relating to travel will be marked as leave on the roll and therefore contribute to your child's total absences for the year.

In some circumstances students may be eligible to enrol in distance education for travel periods over 50 school days. This should be discussed with your child's school principal.





My child won't go to school. What should I do?

You should contact the principal as soon as possible to discuss the issue and ask for help. Strategies to help improve attendance may include a referral to the school's learning and support team or linking your child with appropriate support networks. The principal may seek further support from the Home School Liaison Program to develop an Attendance Improvement Plan.

What might happen if my child continues to have unacceptable absences?

It is important to understand that the Department of Education and Communities may be required to take further action where children of compulsory school age have recurring numbers of unexplained or unjustified absences from school.

Some of the following actions may be undertaken:

- Compulsory Schooling Conferences

You may be asked, along with your child, to attend a Compulsory Schooling Conference. The conference will help to identify the supports your child may need to have in place so they attend school regularly. The school, parents and agencies will work together to develop an agreed plan (known as Undertakings) to support your child's attendance at school.

- Application to the Children's Court – Compulsory Schooling Order

If your child's attendance at school remains unsatisfactory the Department

may apply to the Children's Court for a *Compulsory Schooling Order*. The Children's Court magistrate may order a Compulsory Schooling Conference to be convened.

- Prosecution in the Local Court

School and Department staff remain committed to working in partnership with you to address the issues which are preventing your child's full participation at school. In circumstances where a breach of compulsory schooling orders occurs further action may be taken against a parent in the Local Court. The result of court action can be the imposition of a community service order or a fine.

What age can my child leave school?

All New South Wales students must complete Year 10 or its equivalent. After Year 10, and up until they reach 17 years of age, there are a range of flexible options for students to [complete their schooling](#).

Working in Partnership

The Department of Education and Communities recognises that working collaboratively with students and their families is the best way to support the regular attendance of students at school.

We look forward to working in partnership with you to support your child to fulfil their life opportunities.

If a student misses as little as 8 days in a school term, by the end of primary school they'll have missed over a year of school.

Further information regarding school attendance can be obtained from the following websites:

Policy, information and brochures:

<http://www.schools.nsw.edu.au/student-support/programs/attendance.php>

The school leaving age:

<http://www.schools.nsw.edu.au/leaving-school/index.php>

Do you need an interpreter?

Interpreting services are available on request, including for the hearing impaired. The Telephone Interpreter Service is available 24 hours a day, seven days a week on 131 450. You will not be charged for this service.

For further advice and questions contact your educational services team

T 131 536

Learning and Engagement

Student Engagement & Interagency Partnerships

T 9244 5129

www.dec.nsw.gov.au

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NSW Department of Education and Communities

CYBER-SAFETY.....

Here are eight easy ways to help your kids stay out of trouble in cyberspace.

At a glance

- Don't let your child post photos of themselves wearing their school uniform – it can be enough to identify your child's school.
 - Ensure your child never organises to meet up with any strangers they have met online.
 - Talk about what websites are appropriate with your child so they understand and make the right choice.
 - By publishing without thinking, your child's innocent work online may be something that comes back later to haunt them.
 - If your child starts being secretive about what they are doing online, check it out.
1. **Keep computers out in the open**
Your child may think twice about looking at inappropriate websites and won't be able to chat to their friends all night while you think they are doing their homework.
 2. **Mind your business**
Remind your child to keep information such as their name, address, phone number, school and even your credit card number to themselves. When signing up to a chat room, they should use a screen name that is a nickname and not easy to work out. The same goes for choosing passwords – don't make them easy to figure out. If your child is going to put photos on the internet, ensure they don't show them wearing their school uniform – this can be enough to identify your child's school. Also ensure that any photos are not the type that would attract unwanted attention from strangers.
 3. **Just because it's on the internet, it doesn't mean it's true**
Make sure your child uses multiple sources for research, and is careful not to plagiarise.
 4. **Stranger danger is online, too**
Ensure your child never organises to meet up with any strangers they have met online. If they really want to meet up, encourage them to talk to you about it first and insist on going along with them. Remind your children to also be wary opening emails from strangers. They could contain spam (online junk mail), a virus (which will harm your computer), or be from a stranger looking for trouble.
 5. **Get a filter**
Internet filters can help block inappropriate sites for children. None are completely reliable and it's best if you talk about what websites are appropriate with your child so they understand and make the right choice on their own.
 6. **Encourage your child to talk with you about their online experiences – good and bad**
This will make it easier for them if they see something inappropriate or are emailed something unsuitable. If they are embarrassed to tell you, persuade them to at least tell a teacher or another trusted adult.
 7. **Good manners also exist online**
Talk about this with your child and it may lead to a decline in bullying behaviour, not to mention the many disagreements that children have with each other.
 8. **Forever is a long time**
A lot of blogs and websites maintain information as part of cyberspace forever. By publishing without thinking of the future, your child's innocent work online may be something that comes up later on and may negatively impact their career and personal life.

Danger signs

- Your child constantly sits on the computer in chat rooms or instant messaging, from straight after school to very late at night.
- Your child begins showing unexplained money or items that come from "a friend you don't know".
- Your child starts being secretive about what they are doing online – this could include anything from minimising screens as you walk past, to not letting you see their blogs/chat/social media sites.

ARRIVAL ON TIME:

Arriving at school and class on time:

- Ensures that students don't miss out on the important learning activities scheduled early in the day when the students are most alert
- Helps students learn the importance of punctuality and routine
- Gives students time to greet their friends before class and therefore,
- Reduces the opportunity for classroom disruption

Lateness is recorded as partial absence and must be explained by parents or carers in the same way as other forms of absence.

MUST MY CHILD ATTEND ALL ACTIVITIES (INCLUDING SPORT)?

YES. Sport and other physical activities help the healthy physical and mental development of children. Sport and sports carnivals are normal school activities and students must attend.

Students are NOT encouraged to use sport afternoon to attend appointments. Participation in sport is an important part of their development and education.

Should a student be absent from sport, a note or primary carer phone call must be received by the Back Office prior to 12pm. Students who consistently fail to attend sport may receive a request for documentation to justify absences during sport. **If documentation can't be presented to the school, the absences may be recorded as unjustified.**

CONSEQUENCES:

At Peel High School the consequences or impacts of unexplained or unjustified absences might include the following:

- Ineligibility to represent school in sporting teams
- Ineligibility to represent school in extra-curricular activities
- Exclusion from Year Days and non-mandatory excursions, and;
- Exclusion from school functions such as school discos.
- As per Peel High School policies, students who have paid deposits, or part thereof, for excursions may not be able to have any money refunded if their behaviour or attendance is unacceptable.

ATTENDANCE EXPECTATIONS:

All students should:

- Aim for 100% attendance
- When absent, provide a justified reason for the absence
- Be on time and ready for all school activities and lessons
- When late, make sure you sign in at the Back Office
- Ensure they go through the Back Office if sick and need to go home early



Attendance Policy

School Attendance – “It’s not OK to be away”

All children have a right to an education. Only by regular school attendance can students make the most of educational opportunities, leading to greater social and economic outcomes.

Schools, in partnership with parents/carers, are responsible for promoting the regular attendance of students. While parents are legally responsible for the regular attendance of their children, school staff and the Peel High School Head Teacher of Attendance, as part of their duty of care, monitor part or whole day absences.

RESPONSIBILITIES OF THE SCHOOL WHEREVER POSSIBLE:

- Provide a safe learning environment enabling students to achieve the best possible outcomes
- Work with parents, carers and the local community to increase student attendance
- Monitor all student attendance and work with students and parents/carers to improve attendance where a concern has been raised
- Provide support through the school Welfare Team to address concerns leading to poor attendance
- Promote the benefits of regular school attendance
- Deliver quality curriculum based lessons
- Implement a reward system for 100% attendance and improved attendance
- Provide parents/carers timely feedback on all daily absences and fractional truancy

RESPONSIBILITIES OF THE STUDENT:

- Attend school consistently and actively participate in learning opportunities
- Whilst present at school attend all lessons promptly
- Attend school wearing the correct school uniform
- To comply with the school's welfare and discipline code

RESPONSIBILITIES OF THE PARENTS/CARERS:

- The *Education Act 1990* requires that parents (including carers) ensure that children are enrolled at and regularly attend school.
- Provide written or verbal confirmation regarding student absences. If a student has more than 3 unexplained/unjustified absences in the previous 5 week period, that student will be placed on the Attendance List and will be unable to participate in extra-curricular activities until attendance improves.
- Work alongside Peel High School to promote 100% attendance.

WHAT IS A JUSTIFIED REASON FOR BEING ABSENT FROM SCHOOL?

Justified reasons for absences may include the student:

- Having an unavoidable medical or dental appointment (preferably, these should be made after school or during holidays)
- Being required to attend a recognised religious holiday
- Being required to attend an exceptional or urgent family circumstances (such as attending a funeral)
- Being sick, or having an infectious disease
- Any other leave permitted by a doctor or psychologist for ongoing mental health or general health concerns (documentation must be provided to the school to support this leave)

ABSENCES FOR REASONS SUCH AS SOME OF THE FOLLOWING MAY NOT BE JUSTIFIED:

- Shopping
- Sleeping in
- Working around the house
- Minor family events such as birthdays
- Hair cuts

LATE ARRIVAL NOTICE TO PARENTS:

Peel High School sends out mobile text messages to primary carers when students arrive late to school. This is to ensure parents/carers are aware of their child's late attendance on any given day.

Parents and carers can now promptly respond to explain their child's late arrival to school.

Mobile text messages will also be sent to primary carers indicating a student's absence if communication has not been received by the school that morning explaining the absence.

We thank all parents and carers for their ongoing support of the Peel High Attendance Program and our efforts to provide positive learning outcomes for our students.

KEEPING THE SCHOOL INFORMED:

If your child has to be absent from school, it is important to tell the school and provide a reason for the absence. To explain an absence the **student's primary carer may:**

- Send a note or email to the school
- Telephone the school's Back Office
- Visit the school and speak to someone in person
- Respond to the text message sent by the school

The Principal (or delegate) of the school has the right to question an explanation given for a child's absence from school. Where a pattern of absence is identified, the Principal (or delegate) may request parents/carers to submit documentation justifying absences in the future. If documentation can't be presented to the school, the absences may be recorded as unjustified.

HOLIDAYS:

Parents and carers are encouraged not to withdraw their children from school for family holidays. If this is necessary parents should discuss these absences with the Head Teacher of Attendance at which point an Attendance Exemption from attendance at school may be put in place. This will ensure that these absences are not permanently recorded as unjustified.

PEEL HIGH SCHOOL UNIFORM SHOP

Our uniform shop is open for business each Monday and Thursday from
8.30 to 10.00 am

We are located in the Administration Block

SCHOOL UNIFORM

White school shirts are to be worn on **Mondays, Tuesdays, Thursdays & Fridays**

The **GREEN SPORTS POLO** is **ONLY** to be worn on Wednesdays and during PE practical lessons as required by teachers

Summer Uniform

Girls: Short tartan design skirt, or black dress shorts, white cotton shirt, short white socks, black leather shoes, black knitted cardigan or jumper.

Boys : Black shorts (drill cotton), white cotton shirt, short white socks, black leather shoes, black knitted jumper.

Winter Uniform

Girls: Long tartan design skirt or black slacks (no tights), white cotton shirt, tie, black cardigan or jumper, black stockings or white socks, black leather shoes.

Boys: Long black cotton trousers, white shirt, short black socks, black leather shoes, tie and black knitted jumper.

Note: Junior and Senior ties available for purchase from the back office.

Sports Uniform

Summer - Girls & Boys: Bottle green polo shirt with gold emblem. Black sports shorts with Peel embroidered on, white socks, gym shoes/ sand shoes/ joggers.

Winter - Girls & Boys: Summer uniform plus green embroidered emblem sloppy joe and plain black track suit pants (these are worn over the usual sports uniform on cold days).

PEEL HIGH SCHOOL UNIFORM



Summer

Winter

Sport

Junior



The Peel High School P&C Uniform Shop is open Mondays & Thursdays from 8.30am-10am
Payments can be made via Cash, Credit, EFTPOS or Cheque (payable to Peel High School P&C)
For further enquiries call the Peel High School on 67657 088



Peel High School Canteen Price List



Create your own Salad Wrap or Sandwich

Orders taken before recess for lunch

COLD FOOD		HOT FOOD		SNACKS	
SALAD TUBS					
Chicken and Salad	\$4.50	Chicken Burger	\$3.50	Red Rock Sea Salt Chips	\$1.50
Ham and Salad	\$4.50	Chicken Caesar Burger	\$4.00	Grain Waves	\$1.50
Chicken Caesar	\$4.00	Chicken, Cheese and Sweet Chilli (toasted wrap)	\$3.50	Chocolate Muffin	\$1.80
Salad only	\$4.00	Chicken and Gravy Roll	\$4.00	Cheese and Biscuits	\$2.50
		Cheese Burger	\$3.50	Fruit Salad	\$3.00
		Beef Lasagna	\$4.00	Watermelon Tub	\$2.00
		Travellers Plain Pie	\$3.50	Yoghurt 100g (3 flavours)	\$1.00
		Potato Topped Pie	\$4.00		
		Sausage Roll	\$3.00	FROZEN	
		Tomato Pasta	\$3.50	Frozen Orange Portions	\$0.50
		Fried Rice	\$3.00	Frozen Pineapple rings	\$0.50
		Chicken Fingers (each)	\$0.50	Quelch Sticks (3 flavours)	\$0.80
		Chicken Crackles (each)	\$0.50	Juices (Lemonade and Tropical)	\$1.50
		Cheese Toastie	\$2.00	Slushies (99% juice) 2 flavours	\$2.00
		Cheese and Tomato Toastie	\$2.50		
		Ham Cheese and Tomato Toastie	\$3.50	DRINKS	
		Ham, Egg, Cheese and BBQ Sauce	\$3.00	600ml Plain Milk	\$2.00
		Garlic Bread	\$1.50	600ml Water	\$1.00
		Dim Sims (4) with Soy Sauce	\$2.50	1 Litre Water	\$2.50
		Meatball and Cheese Sub	\$4.00	300ml Flavour Milk (Choc & Strawberry)	\$2.50
				500ml Flavour Milk (Choc & Strawberry)	\$3.50
				500ml Flavour Milk (Choc/Honey & Malt)	\$3.80
				500ml Iced Milk (Choc, Strawberry, Mint Choc)	\$3.50
				Juice Bombs (6 flavours)	\$2.50
				100% Juice (3 flavours)	\$2.50
				Coke Zero Can	\$2.70
				Dairy Farmers Classic Coffee	\$3.50
				Double Espresso Dare (no added sugar)	\$3.80
SANDWICHES					
Egg and Lettuce	\$3.50				
Ham, Cheese and Pickles	\$3.50				
Chicken, Lettuce and Mayonnaise	\$3.50				
Ham, Cheese and Tomato	\$3.50				
Cheese	\$2.00				
WRAPS					
Salad	\$3.00				
Chicken Salad	\$3.50				
Ham Salad	\$3.50				
Chicken Caesar	\$4.00				

Peel High School Variation of Routine Report Proforma

We have included a copy of our VOR report for the purpose of informing parents/carers and students that we would like the opportunity to report on students involvement and successes in activities outside of school events, such as sporting representations and community service involvements.

As the school is not always aware of participation in events outside of school, for them to be acknowledged it is the students responsibility to collect a copy of this form from the front office prior to the event and return it to the office after participation in your activity including information that is outlined on the form.



Peel High School VOR Report

DETAILS OF EXCURSION

Name of Excursion / Visit			
Learning Area		Teacher in Charge	
Other Staff Attending			
Dates and Times		To	

Orientation States: who was involved in the event, what it was, where and when it happened.

Sequence of events: States a series of events that happened from start of the retelling. The events are retold in the time order that they occurred.