**[P&C name - Communication Content Plan]**

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| **2024** | **DATE** | **Event/links** | **message/resources** | **Facebk** | **Webpg** | **Email** | **P&C mtg date** | **News letter** | **Facebk** | **Notic board** | **Web** **pg** | **Reception** | **Other** |
| **Autumn** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **March** | **AGM-OMG!** | AGM or P&C mtg coming up? | Checkout Council’s [AGM! OMG! resources](https://www.actparents.org.au/index.php/help-for-p-cs/resources) |  |  |  |  |  |  |  |  |  |  |
|  | **9-16** | [Sea Week Australia](https://www.aaee.org.au/seaweek/newevents/) | Run by environmental and marine educators across the country |  |  |  |  |  |  |  |  |  |  |
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|  | **Mar 18-24** | Meeting invitation, what’s new  [**Harmony Week**](https://www.harmony.gov.au/) | Harmony: opportunity to share a value that the P&C practice |  |  |  |  |  |  |  |  |  |  |
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|  |  | Lost property, uniforms | Message about where to get winter uniform |  |  |  |  |  |  |  |  |  |  |
|  | **Mar 22** | [**National Ride2School Day | Bicycle Network**](https://www.bicyclenetwork.com.au/rides-and-events/ride2school/ride2school-day/#:~:text=National%20Ride2School%20Day%20Friday%2024%20March%202023%20Join,skate%20to%20school%20on%20Friday%2024%20March%202023.) | Health: opportunity to share parent info & links |  |  |  |  |  |  |  |  |  |  |
|  | **--** | Down Syndrome - [**Alderson Awards**](https://www.downsyndrome.org.au/blog/event/alderson-awards-2023/) **ACT** |  |  |  |  |  |  |  |  |  |  |  |
| **April** | **8** | PREP FOR [National Volunteer Week](https://www.volunteeringaustralia.org/get-involved/nvw/) | reminder - School holidays |  |  |  |  |  |  |  |  |  |  |
|  |  | Recycling and 2nds uniforms, winter orders |  |  |  |  |  |  |  |  |  |  |  |
|  | **13-29** | **SCHOOL HOLIDAYS** | TERM 2 COMMENCES: Tue, Apr 30 |  |  |  |  |  |  |  |  |  |  |
| **May** |  | Autism Awareness Month  Back to School message | [AEIOU Foundation - Event Calendar](https://supportus.aeiou.org.au/page/74/2022-event-calendar) |  |  |  |  |  |  |  |  |  |  |
|  | **May 23 ELSC** | **ONLINE Early Learning Parent Seminar 6.30pm** Register [P&C Council](mailto:earlylearning@actparents.org.au) | PLAY series: 01 **‘risky play: harnessing the powerful brain building impact of Play’**. for preschool-kindy parents + carers. |  |  |  |  |  |  |  |  |  |  |
|  | **14** | **Mother’s Day** |  |  |  |  |  |  |  |  |  |  |  |
|  | **May 13-19**  **May 15** | [**National Families Wk**](https://nfw.org.au/)  **International Day of Families**. | Families: opportunity to share info & links (invitation?) Theme 2024 **Celebrating Diversity & Connections** [Useful links – National Families Week (nfw.org.au)](https://nfw.org.au/useful-links/) |  |  |  |  |  |  |  |  |  |  |
|  | **May 20-26** | [**National Volunteer Week**](https://www.volunteeringaustralia.org/get-involved/nvw/) | Volunteering: opportunity to share volunteer info & links (invitation?) 2024 Theme is **Something for Everyone** [National Volunteer Week Resources - Volunteering Australia](https://www.volunteeringaustralia.org/get-involved/nvw/nvw-resources/) |  |  |  |  |  |  |  |  |  |  |
| Reconcilliation week | **May 27 – June 3** | [**Reconciliation Day**](https://www.reconciliation.org.au/our-work/national-reconciliation-week/) | **THEME 2024 ‘NOW MORE THAN EVER’** |  |  |  |  |  |  |  |  |  |  |

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| **Winter** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **June** |  | Hats off | Hats off from June 1 to July 31. ACT [Policy](https://www.search.act.gov.au/s/cache?collection=act-gov-web&url=https%3A%2F%2Fwww.education.act.gov.au%2F__data%2Fassets%2Fword_doc%2F0017%2F811412%2FSunUVProtectionStudentsPolicyP.docx&profile=www-education&hl=(%3Fi)%5Cbhats%5Cb%7C%5Cbhat%5Cb) Cancer Council [SunSmart program](https://www.actcancer.org/prevention/sunsmart/) and resources for August |  |  |  |  |  |  |  |  |  |  |
|  | **1** | Global [Parents Day](https://www.un.org/en/observances/parents-day) UN | The critical role of parents in the rearing of children |  |  |  |  |  |  |  |  |  |  |
|  | **5** | [World Environment Day](https://www.worldenvironmentday.global/) | This year we spotlight solutions to plastic pollution |  |  |  |  |  |  |  |  |  |  |
|  | **FOR OCT 19** | [Children’s Week](https://childrens-week.org.au/) is in October - grant applications can be started now | Children: opportunity to share info & links (invitation?)  2023 Theme based on UNCRC Article 24: **Children have the right to a clean and safe environment.** |  |  |  |  |  |  |  |  |  |  |
|  | **21** | [Make Music](https://makemusicaustralia.org.au/) Day |  |  |  |  |  |  |  |  |  |  |  |
|  | **30** | Last day of term | School Holidays start July 1 |  |  |  |  |  |  |  |  |  |  |
| **July** |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **2-9** | [Naidoc Week](https://thesector.com.au/2022/11/21/2023-naidoc-week-theme-announced-for-our-elders/#:~:text=NAIDOC%20Week%2C%20to%20be%20held,and%20Torres%20Strait%20Islander%20cultures.) info & links (invitation?) | Aboriginal and Torres Strait Islander cultures: opportunity to share in the EL community. To build upon children’s understandings of diversity, specifically Aboriginal and Torres Strait Islander cultures. |  |  |  |  |  |  |  |  |  |  |
|  | **6-22** | **SCHOOL HOLIDAYS** | TERM 3 COMMENCES: Tue, July 23 |  |  |  |  |  |  |  |  |  |  |
|  |  | Uniforms, Recycling |  |  |  |  |  |  |  |  |  |  |  |
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| **August** | **1** | HATS ON! | HATS: ACT students must bring hats to school from Aug 1. Australia has amongst the highest rate of skin cancer in the world – at least 2 in 3 ozzies will develop skin cancer before the age of 70 Cancer Council Sunsafe program resources |  |  |  |  |  |  |  |  |  |  |
|  | **17-23** | [**Bookweek**](https://cbca.org.au/cbca-book-week) **Reading is Magic** | Children & reading: opportunity to share info & links (invitation?) |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | Prep for new preschool/kindy starters | Orientation weeks are usually in October and the Transition to School parent webinar is coming up in September. |  |  |  |  |  |  |  |  |  |  |
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| **Spring** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sep** | **1** | Uniforms | Spring message |  |  |  |  |  |  |  |  |  |  |
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|  | **3**  **3-9** | Father’s Day  [National Child Protection Week](https://www.napcan.org.au/ncpw-theme/) NAPCAN | Thanks Dads and dad-like people in our lives  ***Every child in every community needs a fair go*** |  |  |  |  |  |  |  |  |  |  |
|  | **14** | **Early Learning Seminar** **Transition to School** Parent webinar | For ACT families with 2024 preschool/kindy starters. Register via Council’s webpage from July |  |  |  |  |  |  |  |  |  |  |
|  | **28 Sep** | **School holidays 28 Sep to 14 Oct** | **TERM 4 COMMENCES: Tue, Oct 15** |  |  |  |  |  |  |  |  |  |  |
| **Oct** |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | ‘First Days at School’ Orientation preparation | Orientation events are usually held in October. An opportunity for the P&C or PPA |  |  |  |  |  |  |  |  |  |  |
|  | **19-27** | [**Children’s Week**](https://childrens-week.org.au/) | 2024 Theme based on UNCRC Article based on UNCRC Article 24: **Children have the right to a clean and safe environment.** |  |  |  |  |  |  |  |  |  |  |
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|  | **25** | [**World Teacher’s Day**](https://worldteachersday.edu.au/) |  |  |  |  |  |  |  |  |  |  |  |
|  | **27** | **Grandparents Day** last Sunday of October | Grandparents play a very special role in supporting their grandchildren’s development and learning. 'Grandparenting Grandchildren' is a guide written specifically for grandparents: [bit.ly/3yYRDMl](https://bit.ly/3yYRDMl?fbclid=IwAR0KCgeFMLjwhv9CAxjL_v-EZIZGsTWAAEpaSpMM149GTLNPkAkJ9cEpGw0) |  |  |  |  |  |  |  |  |  |  |
| **Nov** |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **7** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Summer** | **DATE** | Key messages: |  |  |  |  |  |  |  |  |  |  |  |
| **Dec** | **3** | [International Day of People with Disability](https://www.idpwd.com.au/?fbclid=IwAR1uMmlbV6sS0QrNQ4g-BawLeP0WylAMZjG-V8KXNHWbcq8UVLlLMoaR0Y8) (IDPwD) |  |  |  |  |  |  |  |  |  |  |  |
|  |  | Feedback, Review | Happy holiday season wishes  Farewells/Thank you’s to students/families, volunteers, teachers, helpers, supporters, stakeholders, staff, |  |  |  |  |  |  |  |  |  |  |
|  | **17** | Term 4 ends |  |  |  |  |  |  |  |  |  |  |  |
| **2025** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Summer** |  | Key messages: |  |  |  |  |  |  |  |  |  |  |  |
| **January** | **20** | Week 0 |  |  |  |  |  |  |  |  |  |  |  |
|  | **28 wk 1** | **Term 1 Commences** |  |  |  |  |  |  |  |  |  |  |  |
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| **February** |  | ‘Welcome Families Invitation/gift’, P&C about us, contacts, helpful reminders | Share ‘Who-we-are’, P&C meeting and activity schedule ‘24, information for uniforms/canteen. Contacts/links. Invitations. |  |  |  |  |  |  |  |  |  |  |
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|  | **3-9** | Nutrition Australia's  Healthy Lunchbox Week | Health: opportunity to share parent info & links. See free lunchbox seminar Feb 8. Lunchbox competition ‘now open to schools’ closes mid Feb |  |  |  |  |  |  |  |  |  |  |
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|  | **26** | Prep for Harmony Week |  |  |  |  |  |  |  |  |  |  |  |
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