



Dear Principal

Celebration of PSA Schools Recognition Week 1 to 5 September 2025 – Delivering Excellence in Schools!

We know you are aware of the valuable work school support staff do every day of the school year. They support everyone in their school communities, from the teaching staff to the students and families, as well as each other delivering excellence in everything they do.

PSA Recognition Week is an opportunity for you, and the school community, to show your appreciation to these dedicated staff members for their professionalism and hard work undertaken.

This year's theme for PSA Schools Recognition Week is **Delivering Excellence in Schools**.

Each year the Association organises PSA Schools Recognition Week to acknowledge the contribution of these staff whether they work in the office, the library, in the school grounds, in a classroom setting, supporting the wellbeing of students or in other roles.

We have developed a list of suggested activities you may wish to undertake which we have included. We have also written a letter to the P&C inviting them to also celebrate the school support staff. It would be appreciated if you could pass this letter on to them.

Here are some suggestions for promoting PSA Schools Recognition Week and the contributions made by school support staff to the successful delivery of quality education:

- Write a media release to send to the local newspaper with a photo of your SAS and other school support staff
- Organise a morning tea or lunch
- Involve the P&C in the Recognition Week celebrations at your school by asking them to organise an activity
- Write an article about the work of support staff for your school newsletter
- Remind parents of Recognition Week and list the SAS and other support staff by name in the newsletter
- Talk to students about the work of SAS Staff, GAs, Student Support Officers, School Psychologists and other support staff during Recognition Week
- Display the Recognition Week campaign poster in the school foyer, your website and Facebook page.

We have sent, by post, a PSA Schools Recognition Week package to the school including poster and magnet and other materials.

Thank you in advance for your support and participation in this special week.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Stewart Little', written in a cursive style.

Stewart Little
General Secretary
August 2025