

# Parent Information Booklet 2020

# **2020 Parent Information Booklet**

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# **Whole School Information**

# History of SJB

Why is Saint John Bosco the patron saint of our school and parish?

Back in the 1940's, Father Little (uncle to Archbishop Little), Parish Priest of St Therese's Essendon, had in former years a close association with the Salesian Priests.

He decided that if he had to build churches and schools, that the first would be dedicated to Our Lady, (Our Lady of the Nativity, West Essendon) and the second to St John Bosco, the founder of the Salesian Order.

That is how we became St John Bosco's, Niddrie,

This association with the Salesian Order is still in the parish through Boscare.



# **School Vision**

St John Bosco's is a community where a living Catholic faith underpins all we do. Every person is nurtured, valued and respected as an individual. Learning is meaningful and creative, empowering all to be active participants in a contemporary world.

# Religious Education

St John Bosco's School is a Catholic Primary School which is committed to the promotion of the Catholic Faith. As followers of Jesus we look to work in partnership with families to nurture the students' knowledge, understanding and faith in the Catholic tradition.

#### **Daily Prayer**

The children commence their day with a prayer. They pray before having lunch and at the end of the day. Prayer is an integral part of the whole school assembly.

#### **Weekly School Mass**

The children attend Mass as a whole school each Friday at 11:30am. Each class is allocated a Friday where they will prepare a Mass based on the daily readings or a Mass that reflects their current Religious Education learning focus. A roster is drawn up at the beginning of each term and will be posted in each year level termly overview.

#### Altar Servers

The students in Year 6 are invited to participate in the Altar Server Program. Students learn what they need to do during Mass. A weekly roster is established to ensure each student has an opportunity to participate. Year 5 students are invited to participate in Term 4 in readiness for the following year.

#### **Family Mass**

Family Masses occur once a month on a Saturday evening at 6pm. Each Class is allocated a month and date where they will organise the Mass readings and music. Families are invited to be part of this Eucharistic celebration which helps promote connections with our St John Bosco Parish.



#### Whole School Paraliturgy

The children gather as a school community to share in a Paraliturgy that reflects on the key Catholic Liturgical Events of Easter and Advent.

#### Sacramental Program

The children receive three sacraments during their time at St John Bosco. Sacrament Evening Meetings are organised to support parents in their child's Sacrament preparation. These take place prior to the Sacrament and are on a Tuesday evening at 7PM.

Reconciliation: Year 3

Sacramental Family Evening Meeting: Tuesday 3rd March 7pm. Parent(s) & child attend. Sacrament Dates: Term 1 - Wednesday 25th and Thursday 26th March, 11:30am

This sacrament occurs during school hours and parents are more than welcome to attend.

**First Eucharist:** 2020 Year 4 students will receive their First Eucharist Sacramental Family Evening Meeting: Tuesday 24th March 7pm. Sacrament Dates: Saturday 2nd May 6pm, Saturday 9th May 6pm Dress: Girls-white dress, Boys- white shirt, school tie, grey trousers

**Confirmation**: Year 6

Sacramental Family Evening Meeting: Tuesday 19th May 7pm

Student Retreat Day: TBA

Sacrament Date: Saturday 25th July 12:30pm, 3:00pm

Dress: Neat casual.

#### Social Justice Team (SJT)

Students from Student Representative Council (SRC) and year 4-6 are invited to become part of the school's Social Justice Team.

The SJT look to explore our Catholic Faith and how we are called to respond to the needs of our world and local community. We draw upon the principles of the Catholic Social Teaching and generate awareness to the wider community through fundraising, school based action and community outreach.

#### Curriculum

Religious Education Curriculum forms the cornerstone for teaching the students about their Catholic faith which is rooted in the person of Jesus in the Gospels. Students will explore and learn about Catholic heritage, Church Traditions, the Sacraments and Catholic Social Teachings. Religious education curriculum draws upon contemporary teaching and learning pedagogies. Religious Education and Catholic identity are woven throughout the school day and integrated with other curriculum areas wherever possible.

The Archdiocese of Melbourne use the "Coming to Know Worship and Love" primary texts in conjunction with the curriculum framework "Horizons of Hope" documents. These can be accessed on the Catholic Education Office website.

We acknowledge that parents are the primary educators of Catholic faith for their children and it is encouraged that school and home work together to promote growth in both the religious education and faith of our students.

#### **Parish Priest:**

Whilst we wait for the appointment of a Parish Priest, we are under the administration of St Martin de Porres Parish whose Parish Priest is Fr. Nhan Le. Fr Nhan and Fr Thomas Toretkiu will help out with masses. Please contact the Parish Secretary, Faye Colaco for further inquiries.

Parish phone number: 93379994 Email: niddrie@cam.org.au

Parish Secretary: Faye Colaco

Faye is available at the parish Tuesday to Friday: 9am to 4pm.

#### Religious Education Leader (REL):

Helen Lannin is the Religious Education Leader and is available for contact at: hlannin@jbniddrie.catholic.edu.au

Assistant Religious Education Leader: Kate Cooney kcooney@sjbniddrie.catholic.edu.au

# Student Wellbeing

Wellbeing refers to students' cognitive, physical, social, spiritual and emotional development. These elements are integral to learning. A supportive positive learning environment contributes to the development of a student's sense of self worth, enthusiasm for learning and optimism for the future.

#### Student Behaviour Management

At St John Bosco's, the children are expected to follow our SJB Expected Behaviours. This is being introduced to the students in 2020. We continue to work with Glen Pearsall to develop our strategies for creating positive and productive working environments for students and teachers. Further information on these SJB Expected Behaviours will be distributed to parents as they become available.

Our SJB Expected Behaviours to help us be great learners fall into the value categories of being:

Responsible & Ready Respectful Safe

Our 6 SJB dispositions we aim to develop in students underpin all we do and played a key role in developing the SJB Expected Behaviours.

These Expected Behaviours are therefore aimed at preventing any instances of bullying. However, if there are any concerns these will be dealt with asap. Please refer to the table below for the definitions of bullying.



Definitions of Bullying Behaviour				
Category	Physical	Psychological	Verbal	Sexual
Serious	Intimidating gestures. Offensive gestures.	Repeated exclusion.	Intimidating language	
Very Serious	Using physical force on another student. E.g. pushing, hitting	Personal, explicit offensive notes	Repeated name calling or offensive language. Repeated unwanted discussions.	
	Malicious attack, hurting another child or adult. Deliberate throwing of objects.		Victimisation of someone's race, creed, appearance. Victimisation of any person's disability talents or sexuality.	Unwanted invitations of a sexual nature. Touching someone in a sexual manner.

#### Social and Emotional Learning - SEL

Social and Emotional Learning is the process through which we acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

At St John Bosco's we implement a range of initiatives and strategies to nurture our student's social and emotional learning. Weekly lessons take place in class developing students self and social awareness, responsible decision making, self management and relationship skills. We teach our students about mindsets and the importance of applying a growth mindset. The Learning Pit is also used as a tool to help children work through challenging learning tasks. Our students use the language and understandings of the Zones of Regulation to self regulate and to do what needs to be done in the best state for the situation at hand.



# Additional Family and Student Support Program Support Group Meetings (PSG)

At times there is a need to provide additional support to students and/or families for a range of reasons, be that behaviour, academic, physical, social or emotional needs. We do thi through PSG meetings. This is an opportunity for home and school to work together in putting goals and strategies in place to enhance student growth. Meeting members include the Principal, Student Wellbeing Leader, parents, teachers, Learning Support Staff. When necessary external professionals such as speech pathologists, psychologists, occupational therapists may attend.

#### **Psychologist**

On occasion students and /or parents may seek the support of our psychologist, Hannah Conroy. Hannah is available to meet with students/parents on the school premises to discuss solutions to concerns being experienced. The sessions are of no charge to the family. In 2020 Hannah will be visiting our school weekly on Mondays. To book an appointment please speak with Peter Monaghan or Sommer Azzopardi.

#### **Alternative Lunchtime Activities and Spaces**

We cater for a range of children's interests and play preferences by providing alternative lunchtime activities and spaces.

- Multi Purpose Room This is available every lunchtime for quiet, sit-down activities eg. drawing, chess, Lego, car mats etc.
- Lunchtime Code Club It's not just enough for children to know how to use technology and enjoy it. We want kids to understand how to create with technology- not just interact with it. Our Lunchtime Code Club is about having fun through creating, learning and exploring with others. We use a range of visual programming tools such as Scratch Jnr, Scratch and Made with Code. Students from every year level are welcome to join. This is held one lunchtime per week.
- Art Club our Art Room will be available on designated lunchtimes to explore their more creative side. Our grade 5 / 6 students will be offered this opportunity first.

#### Student Representative Council (SRC)

The SRC provides an opportunity to promote student voice and engagement in our school. A male and female representative is elected by the students in each year level except the Prep level where teachers select representatives. Students can only be a class captain once between Prep and Year 5. In Year 6 the students vote for a school and vice captain as well as sports captains for each house colour. The SRC meet once a week and strengthen the student voice of the school, suggesting ideas and reporting back to their class. They also help with school activities, fundraisers and charity events.

#### Seasons - Grief and Loss Program

This peer support program assists students with the loss and grief of a parent separation or a death of a family member, such as a grandparent or friend. Over the course of an 8 week period students meet once a week for an hour. They are provided with the opportunity to share their thoughts, feelings and experiences and learn new strategies to cope with their own loss and grief

#### G.A.T.E.WAYS

G.A.T.E.WAYS is an external educational organisation who offer learning experiences to students who flourish in more complex and challenging learning experiences. Programs are held in off site venues depending on the purpose of the program. Some specialised programs are held at places such as the zoo and ACMI while others will be held at primary schools in surrounding suburbs. Some programs are one day events while others may be held over a series of days. Prior to attending a G.A.T.E.WAYS program students need to be identified by their classroom teachers and other school staff members as being capable of coping with the content, pace and demand of the programs.

#### **Child Safety Standards**

St John Bosco's School is committed to upholding the 7 Child Safety Standards outlined in the Victorian Government's Ministerial Order No. 870

These standards include:

- 1. Strategies to embed an **organisational culture** of child safety including through effective leadership arrangements
- 2. Child Safety Policy
- 3. **Code of Conduct** establishing clear expectations for appropriate behaviour
- 4. **Screening, Supervision, Training** and other human resources. Practices that reduce the risk of child abuse by new and existing personal
- 5. Processes in **responding to and reporting** suspected child abuse
- 6. Strategies to **identify and reduce or remove risks** of child abuse
- 7. Strategies to promote the participation and **empowerment of children**

All parents will be required to sign and abide by the School Community Child Safety Code of Conduct. This Code of Conduct has a specific focus on safeguarding our students at St John Bosco's against abuse and neglect. It has been developed in accordance with the Victorian Government's Ministerial Order No. 870 to support the school's Staff, Volunteer & Contractor Child Safety Code of Conduct and defines expectations of parents and those members of the school community, who may, at times, act as volunteers. In order to safeguard the children of SJB we ask all parents to sign this code of conduct.

#### Working With Children Check (WWCC)

Any parents wishing to participate in child centred works e.g. classroom helper and canteen will need to provide a current Working With Children Check to the office. WWCC can be obtained through: http://www.workingwithchildren.vic.gov.au/

Student Wellbeing Leader/Child Safety Officer: Sommer Azzopardi - sazzopardi@sjbniddrie.catholic.edu.au

Assistant Student Wellbeing Leader: Naomi Scott - nscott@sjbniddrie.catholic.edu.au

# Learning and Teaching

#### Vision

We believe in purposeful learning that is challenging and enables each individual to become connected and positive lifelong learners. We value creativity, diversity, flexibility and an awareness of self, others and the world we live in.

St John Bosco's implements the Victorian curriculum as set out in the VRQA standards. This curriculum is fully implemented at SJB by teaching, assessing and reporting on student achievement using the content and achiever standards as set out in the Vic Curriculum.

We provide a differentiated and progressive curriculum, allowing each child the opportunity to develop to his/her full potential.

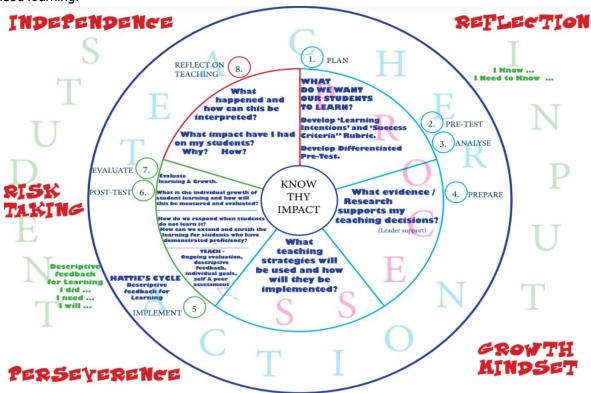
Children are exposed to a broad range of learning experiences and are encouraged to take responsibility for their learning.

#### Personalising Learning by:

- Inquiry Approach to learning
- Focused teaching according to the children's needs based on thorough testing
- Contemporary learning and teaching strategies

#### LEARNING AND TEACHING SCHOOL ACTION PLAN:

Our Learning and Teaching goal, as stated in our School Improvement plan 2016-2020 is: To continue to build a school culture that promotes and celebrates student growth, active engagement and quality personalised learning.



In 2020, St John Bosco's will continue to develop dispositions within our students. "Dispositions are frequent and voluntary habits of thinking and doing. A disposition as a pattern of behaviour exhibited frequently... In the absence of coercion... Constituting a habit of mind under some conscious and voluntary control... Intentional and oriented to broad goals." Head Start.

We are developing student capacity to be innovative, creative and capable problem solvers and inquirers of the future. Having a set of core dispositions allows us to explicitly focus on the skill sets required towards mastering these dispositions. At St John Bosco's, we strive to be **Problem Solvers**, **Inquisitive**, **Collaborative**, **Self Managers**, **Resilient and Reflective**. This will be a whole school focus and explicitly taught in term 1 and throughout the year. **Inquiry Learning** 

Over the course of the year, students at St John Bosco's undertake Inquiries that explore big ideas or concepts referred to as "throughlines". These throughlines incorporate different curriculum areas and are designed to be built upon as students move through their primary schooling. In the Prep-2 years, students work on short and sharp units to maintain engagement with hands on learning that is developmentally appropriate. As they move through the middle and senior years they explore and examine richer content and focus on developing their skills as Inquirers through different Inquiry processes (Research, Design, Science, Problem Solving and Field of Study process).



#### Inquiry process

Each Inquiry is guided by a *Rich Question* and several contributing questions. These questions direct the learning experiences of the class and any independent learning that students may undertake.

An Inquiry unit will typically begin with Immersion experiences, which can include excursions, incursions or rich experiences provided at school, all of which are designed to spark student interest and to get them excited about the upcoming learning. Teachers then spend time building student knowledge about key facts, ideas and concepts as well as develop their skills as researchers, problem solvers and designers. Students will then either choose an area for further investigation, by developing their own question to answer, or are given a choice in the way they undertake and present their learning, based on a task that has been outlined by the teacher.

#### **Building partnerships with parents for Inquiry Learning**



Parents or friends who have particular interests or areas of expertise are always more than welcome to contribute to our learning in Inquiry. Whether you have a job in the field of science or a passion for gardening, your support will always be welcome. If you are interested, please fill in this online form; https://goo.gl/kDMhxV

# St John Bosco's, Niddrie Throughlines

Earth and Environment	This throughline explores the following:  Earth has many natural resources that need to be sustained  It is the responsibility of people in acting sustainably  Our choices impact the world and its environment and all living things  The world is home to many diverse environments  Living things depend on a healthy environment to survive  Investigating the physical, biological and earth and space world
Design and Innovation	This throughline explores the following:  Exploring how ideas and products are created to meet the needs and wants and solve problems  Making ethical decisions and finding innovative solutions to improve our world  Contributing to a better future for the common good  The role of consumerism drives design and innovation and calls for people to collaborate and become entrepreneurs  Identifying problems and creating solutions
Science and Discovery	This throughline explores the following: Scientists are curious; they question how the world works and the 'how and why' things happen: impact change in our world Scientific discoveries influence our understanding of the world Scientific discoveries lead to improvements and advancements in society Investigating the physical, chemical, technological, biological and earth and space world
Traditions and Change	This throughline explores the following:  What has happened in the past impacts on our present and future  Significant people and events- how they have brought about change over time  How the world has changed and is continuing to evolve
Communities and Diversity	This throughline explores the following:  Communities today; how they operate  Celebrating the diversity of communities across the world  What it means to be a citizen both locally and globally  We are citizens in a diverse world
Health and Wellbeing	This throughline explores the following:  We belong to a community that values, supports and promotes the wellbeing of all  Personal health and wellbeing is enhanced when mind, body and soul are catered for and spirituality and relationships are nurtured.

Inquiry Planning 2020
In 2017, we formed an Inquiry Change 2 Team to evaluate, investigate and develop an improved approach to Inquiry Learning at SJB. This team included members of leadership and teachers from each level band who attended professional development over the year with Deb Vietri who is a leader in Inquiry Learning and has informed the direction we have taken in 2017. As a result, we have engaged her colleague Vanessa Willis to work with teachers to develop rigorous and engaging Inquiry units in 2018 and 2020. The Change 2 Team will continue to work alongside Vanessa to guide the process and work towards achieving their goals.
Discovery Based Inquiry Learning Prep 2020
Next year Discovery will be introduced in Prep. It is an opportunity for purposeful play/inquiry that is strategically shaped by teachers. We aim for student engagement and purposeful learning. It is an opportunity for students to learn more about themselves, how to work with others and to explore the world they live in. During Discovery we focus on developing oral language, social and personal management, curriculum-specific skills and Learning dispositions. Some positive dispositions for this approach to learning include: <b>Problem Solvers, Inquisitive, Collaborative, Self Managers, Resilient and Reflective.</b>

### **Mathematics**

In Mathematics, as in all subjects, we aim to create a high quality learning environment and community in which students experience belonging, know that they are valued, and in which they are motivated to engage in the process of learning.

In Mathematics, our aim is to use pedagogical actions that create a positive environment and community that engages all, motivates all, and enables all to learn mathematics successfully.

Mathematics sessions promote open ended problems where students are encouraged to work together to explore multiple possibilities. In partnership with explicit teaching the teacher's role is to support, probe and question the children with enabling and extension prompts which allow all to access the content at their individual entry point and to gain and feel success.

The Victorian Curriculum includes the following content strands:

- Number and Algebra
- Measurement and Geometry
- Statistics and Probability

This content is taught through the developing the capabilities:

- Understanding
- Fluency
- Reasoning
- Modelling and Problem Solving

Maths intervention/extension programs are offered from Prep to year 6. This includes outsourced maths programs such as Maths Olympiad and the Australian Maths Competition.

Mathematics Leader: Sallyann Scicluna sscicluna@sjbniddrie.catholic.edu.au

Assistant Mathematics Leader: Will Kingston wkingston@sjbniddrie.catholic.edu.au



# **English**

It is our strong belief that all students at St John Bosco's are given the opportunity to reach their full potential in the acquisition of proficient English skills. We use a consistent whole school approach to improve and maintain high student learning outcomes in literacy. We aim to instil in every student an expectation of success.

Your child will be learning across three areas: Reading and Viewing, Writing and Speaking, Listening. We believe each child learns developmentally and therefore individual learning needs are targeted. Through ongoing assessment we identify the child's strengths and challenges and together with the student we establish personal goals in the areas of reading and writing. Students are encouraged to articulate their goal and explain the steps to achieve their goal.

A literacy support program provides additional assistance for students at all developmentL levels. Parent participation in daily literacy learning is encouraged.



#### SJB Staff Book Week 2019

All students in Years Prep to Six participate in the home reading program. Our aim is to develop a love of reading across all year levels. All students have access to a classroom library as well as a weekly library session where the classroom teacher will share quality literature and the students may borrow two books on a weekly basis.

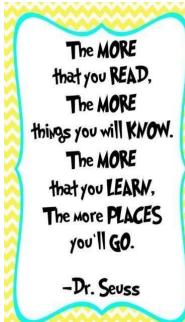
To assist your child in their choice of books please find links to suitable books (Victorian Reading Challenge 2019) for different year levels:

Prep-Year 2

Year 3 & 4

Year 5 & 6

P - 6 Literacy Leader: Danielle Thompson <a href="mailto:dthompson@sjbniddrie.catholic.edu.au">dthompson@sjbniddrie.catholic.edu.au</a>



# Digital Technologies

Digital Technology is not just about sitting in a room playing with a computer or presenting information - it is so much more than that. Digital Technology is about changing the world. At St. John Bosco's we aim to move our students from being users of technology, produced elsewhere, to becoming world leaders in developing new technological innovations and solutions. Digital technology will become more pervasive as our society evolves and it is essential that our students understand how technology works, in order to have the best insight into how technology can benefit society and the environment. It's also about understanding how software works so that, in any industry, they can consider the best ways to integrate technology to have the greatest impact.



#### The Digital Technologies Victorian Curriculum curriculum focuses on:

#### **Digital Systems:**

- hardware.
- software and
- network components of digital systems.

#### Data and Information:

- properties of data,
- how they are collected and represented and
- how they are interpreted in context to produce information.

#### **Creating Digital Solutions**

- Four processes:
  - Analysing
  - Designing
  - o Developing
  - Evaluating
- skills in using digital systems,
- different ways of thinking (computational, design and systems thinking) and
- interacting safely by using appropriate technical and social protocols.

At St. John Bosco's our students are all given opportunities to work with computers and other electronic devices. Students in Prep-2 use iPads, from 2-6 students have access to Chromebooks and all classrooms have an Interactive Whiteboard. The school strives to annually increase the number of computers/electronic devices available to students. Students who use a Chromebook will have their own Google login supplied and managed by the school.

St. John Bosco recognises the need for students to be safe and responsible users of digital technologies. We believe that explicitly teaching students about safe and responsible online behaviour is essential and is best taught in partnership with parents/guardians. We request that parents/guardians work with us and encourage this behaviour at home

To ensure this, we ask that our *Digital Technologies User Agreement* is read and signed by student's and their parents every year. You will receive this at the start of the year.

Digital Technologies Leaders

Julia Serratore <u>jserratore@sjbniddrie.catholic.edu.au</u>
Eliza Travis etravis@sjbniddrie.catholic.edu.au

# Home Learning Policy

# At St. John Bosco's "Learning is meaningful and creative, empowering all to be active participants in a contemporary world." (St John Bosco's Vision Statement)

We recognise the role of home learning as a vehicle for the family to have an opportunity to share in the education of the child. Home learning may consist of practising skills learned in class, essentially literacy and numeracy skills, through daily reading and number fact activities. We also encourage our parents to involve their children in a variety of extracurricular experiences, thereby developing the whole child. This may include music and dance lessons, and individual and group sports. As St John Bosco's is a Catholic school, home learning may include some faith sharing activities within the family. Occasionally teachers may include extension or preparation activities related to classroom learning.

It is vital that both parents and teachers are actively engaged in the education of their child therefore at St John Bosco's home learning will be an extension of where each individual child is being targeted in their learning.

Targeted teaching is the result of ongoing teacher assessment which assists us to identify the developmental stage of each child's learning in both numeracy and literacy.

Home Learning reinforces what is being done at school and as such all children should be capable of completing set tasks. Home learning that is at the "point of need' for the child will allow parents to develop a greater awareness of their child's current stage of learning and the next steps to be undertaken.

At St John Bosco we acknowledge and understand that each child's learning journey is individual and that within each year level there is a diverse range of learning needs (extra support and extension). As a result there are times where we are required to look beyond the 'standard' curriculum in order to meet the needs of all children.

#### **HOME LEARNING PROCEDURES**

Prep Numeracy - In Term 1 parents will be provided with an information sheet that covers the Key Concepts we aim to develop in Foundation. These include activities on how to support your children in developing their numeracy skills. This is not compulsory and can be completed at home if parents wish.

#### Prep - Year 2

Reading (x 5 per week) 10 mins - Take home book and online platforms

Spelling (x3 per week) 5mins - High Frequency Words

Numeracy (x5 per week) 10mins - Personal Goal

#### Year 3 & 4

Reading (x5 per week) 15-20 mins - Take home book and online platforms

Spelling (x3 per week) 5mins - To be determined by teachers

Numeracy (x5 per week) 10mins - Personal Goal

#### Year 5 & 6

Reading (x5 per week) 25-30 mins - Take home book and online platforms

Spelling (x3 per week) 5mins - To be determined by teachers

Numeracy (x5 per week)10mins - Personal Goal

At times students may bring home incomplete work from class to work on, or follow up from class inquiries.

# At St. John Bosco's we believe that teachers, parents and students have important roles to fulfil regarding home learning.

#### Role of the teachers:

To assess and monitor student learning in an ongoing manner.

To sign weekly, children's diary acknowledging completion of numeracy and literacy tasks.

#### Role of the Student:

To display a Growth Mindset by completing all set Home Learning Tasks.

To seek assistance from teachers or parents where required.

To return signed diary and set work (eg. word study books, maths learning goals etc)

#### **Role of Parents:**

To encourage children to take responsibility for their Home Learning.

To foster a supportive work environment where encouragement and assistance are provided when necessary.

To communicate with the teacher regarding any concerns about the child's Home Learning

## Communication

#### **Newsletter**

A school newsletter will be available weekly to communicate important information from the school. It is an expectation that all parents read the newsletter. The newsletter is available both online and via a paper copy on request.

#### **School Website**

http://www.sjbniddrie.catholic.edu.au/

#### School App

The School Mobile App can be downloaded from the link on the website or by searching St. John Bosco's Primary School in the App or Google Play store.

#### **Assessment and Reporting**

Formal written reports are provided for each student each semester and are sent to families at the end of Term 2 and Term 4. In addition to the written reports Seesaw will be used to communicate your child's learning in an ongoing manner.

Formal and informal assessment occurs throughout each term. This information informs teaching decisions and ensures that students are being taught at their point of need.

#### Parent/Student/Teacher Meetings

Meetings will be arranged at the beginning of the year for parents to provide further insight into their child's needs. Mid year Parent/Teacher/Student meetings will take place at the end of Term 2 where the students will have the opportunity to present their learning and for parents and teachers to discuss the written report.

There will be times when a teacher may request a meeting with parents to discuss a student's progress. At times a more formalised Program Support Group (PSG) meeting will be held to discuss specific goals and strategies outlined in a Personalised Learning Plan (PLP) for students.

#### **Specialist Reports**

It is important that any current professional documentation is provided to the school in an ongoing manner, for example, paediatrician reports, speech and language assessment reports, etc. This information will allow staff to support children in accessing the curriculum and all areas of school life.

#### **Assembly**

Assembly is held in the Multipurpose Room each Friday at 2:45pm. This whole school gathering provides an opportunity to celebrate students learning, achievements and use of a growth mindset. Each year level will be assigned an assembly throughout the term to showcase new learnings. Families will be notified through the newsletter of the assembly schedule.

#### **Open Classroom Mornings**

In 2020 we will be hosting open classrooms across the school from 9:00am - 11:00am. All parents are invited to visit their child's classroom to share in their learning experience, view their child's workbooks and participate in the life of the classroom. Open classroom mornings will be held once per term in week 6. Dates will be communicated through the newsletter. Term 1: Friday 6th March

Term 2: Friday 22nd May Term 3: Monday 17th August Term 4: Friday 13th November

#### **Notes**

At times you will receive notes regarding special events eg. excursions/incursions, sports events etc. When returning your response we ask that all parents please cut off the reply slip to return. It is important that you retain the remainder of the note for your own reference, particularly regarding times, what to wear etc.

#### Parent/Teacher Communication

We encourage communication with staff via discussion and email. Please note that any emails sent after 5:00pm will be addressed the following day. If you have a concern that you would like to discuss with the teacher please organise a time. We ask that you be understanding of both teacher and student needs by not disturbing the teacher once the bell rings.

## Parent Involvement

We welcome all opportunities for you to be involved at SJB. Building partnerships with your child's school can help your child to settle in and actually supports their learning because the important people in their lives are working together to achieve the same goals.

**School Board** -The school board meets approximately twice per term. This consists of the school principal, parish priest, staff representative & parents who have been nominated and elected to the board.

**Parents and Friends Association** - The Parents and Friends Association aims at assisting the school in practical ways. This is open to all parents. The committee meets monthly. The dates are advertised in the newsletter.

**Classroom helper program** - You are invited to help in your child's classroom throughout the year. It is expected that you attend a workshop early in 2020 in order to participate in this program.

What it means to be a classroom helper?

- To adhere to child safety standards at all times
- Redirect students and help them to stay on task
- Work with individual/small groups of children
- Provide a role model for learning
- Encourage students to work quietly
- Demonstrate, model and help on set tasks
- Privacy of both parents and children must be respected at all times

If you have a concern, discuss it with the teacher or Parent Liaison Officer Marc Guzzardi mquzzardi@sjbniddrie.catholic.edu.au

#### **Volunteer Opportunities:**

- **20 minute student support session** This program operates in term 2 & 3 only. The parent will work with a student at 3:00pm once a week for 20 minutes to assist with reading/ writing/mathematics.
- Walking School Bus The Walking School Bus involves a group of children who walk to school
  accompanied by two trained volunteers. The children will meet at the corner of Moushall Avenue & Shaw Street
  every Wednesday morning at 8:30am.
- Classroom Parent Representatives Two parents per class volunteer to act as 'organisers' for that class eg. social events, class collections for special presents etc.
- **Buddy Families for new families** Existing families within the school act as a 'buddy' family to support new families at SJB
- Working Bees Held once or twice per year (depending on the scope of the works)
- Classroom excursions
- Canteen
- School assemblies (weekly)
- Open classroom mornings (held once per term)
- Parish involvement
- Athletics and swimming carnival

#### Working With Children Check

Under the Working with Children Act 2005, all parent helpers are required to have a current Working With Children Check. Applications should be made online at <a href="http://www.workingwithchildren.vic.gov.au/">http://www.workingwithchildren.vic.gov.au/</a>.

# Uniform

All students are expected to wear the school uniform at all times, except when otherwise stated.

All the items may be purchased from our supplier TOP SCHOOL WEAR, 137 Military Rd, Avondale Heights. Ph: 9331 1066, info@topschoolwear.com.au

#### SUMMER UNIFORM

Blue Check School Dress Grey shorts Blue short-sleeved shirt Short grey socks Black shoes Hat

#### WINTER UNIFORM

Grey jumper
Navy & grey check tunic
Long grey trousers (No cords or denim)
Long sleeve blue shirt
School tie
Long school socks or blue tights
Black shoes

#### SPORTS UNIFORM

Navy T-shirt with school emblem
Navy long sleeve T-shirt with school emblem
Navy tracksuit pants
Navy shorts
Navy skort
White socks
Runners

#### OTHER UNIFORM

St. John Bosco's School Bag School legionnaires cap, bucket or wide- brim hat Navy parka, jacket or duffle coat

#### Summer Uniform is worn Terms 1 & 4 and Winter Uniform is worn Terms 2 & 3.

\*\* Sunsmart Policy – Wearing a hat outside is compulsory in 1st & 4th Term

#### SECOND HAND UNIFORM SHOP

A Second Hand Uniform shop run by parent volunteers is open from 3.15 - 3.45pm on various days throughout the year. These dates will be advertised at the beginning of the year and in the school newsletter. The shop operates from the rear of the parish hall.

# Office

#### **TERM DATES 2020**

Term 1: Friday 31 January to Friday 27 March - Year 1-6 students

Monday 3 February to Friday 27 March - Preps

Term 2: Tuesday 14 April to Friday 26 June

Term 3: Monday 13 July to Friday 18 September

Term 4: Monday 5 October to Friday 18 December

#### **PUBLIC HOLIDAYS 2020**

Labour Day - Monday 9 March Good Friday – Friday 10 April Easter Monday - Monday 13 April Anzac Day - Saturday 25 April Queen's Birthday - Monday 8 June Melbourne Cup - Tuesday 3 November

#### SCHOOL OFFICE

#### **Hours and Contact Details**

The school office is open from 8.30am until 4.30pm

General office: phone 9337 2314; Email: sibadmin@sibniddire.catholic.edu.au

Fee enquiries: <u>bursar@sjbniddrie.catholic.edu.au</u>

#### **School Administration Staff**

Maree Kennedy: Finance/Administration Officer

Lynn Mahoney: Administration Officer Jo Robertson: Administration Officer

## Out of School Hours Care & Extra Curricular Activities

**Community OSHC Services** provides Out of School Hours Care in the Parish Hall. Information is available by email to office@communityoshcservices.com or by calling Sonya Coleman 0405 529 972.

Extra curricular activities offered include: Creative Music lessons- keyboard, guitar, chess club and tennis lessons. Further information can be obtained through the office.

# Fees & Levies

#### **School Fees**

\$475 per term (4 terms) or \$1900 annually (per family)
School fees are payable by the end of the first week of each term

#### **Compulsory Levy**

This levy covers all class requisites, swimming, IT, incursions and excursions for the year. Levies are due for payment by February 7th 2020.

Compulsory Levy - Prep to Year 4 - \$340.00 per child (Student Levy-\$140, Swimming Intensive \$80, Excursion Levy -\$60, IT Levy \$60)

Compulsory Levy - Year 5 - \$360.00 per child (Student Levy-\$140, Swimming Intensive \$80, Excursion Levy -\$60, IT Levy \$60, Senior School Levy \$20)

Compulsory Levy - Year 6 - \$410 per child (Student Levy-\$140, Swimming Intensive \$80, Excursion Levy -\$60, IT Levy \$60-and Interschool Sports-\$50, Senior School Levy \$20)

#### **Capital Fee**

This fee assists in the repayment of loans for the refurbishment of classrooms. \$25 per term (4 terms) or \$100 annually (payable with school fees at the end of the first week of each term).

#### **PAYMENT OF FEES**

Statements will be emailed in the first week of Term 1. These will show the full billing for the whole year. The only other charges that may be added throughout the year are for camps. These costs are determined closer to the date of each camp and will be added to your account where applicable (i.e. children in Grades 3 to 6 attend a year level camp).

First term school fees and all levies are payable by the end of the first week of the first term. Remaining school fees are due at the beginning of each term. Camp fees are due prior to your child attending camp.

Payment can be made by **cash**, direct deposit, **cheque** or **credit card/Eftpos card** at the school office. Cash payments must be the correct money. All payments should be made in a clearly labelled envelope.

Payment can also be made by **direct deposit** into the school's bank account.

This can be set up through your bank as a periodic payment. To enable identification of these deposits, please include your family name and eldest child's class as a reference.

The school bank account details are: Account Name: St John Bosco's General Account

BSB: 083 347

Account Number: 65687-4771

Payment is also available by **direct debit**. This can be done weekly, fortnightly or monthly at your nominated amount. You are required to complete an application for this method of payment. Please see the office for the required paperwork.

#### CAMPS, SPORTS, and EXCURSIONS FUND (CSEF)

The State Government CSEF allowance is paid to the school to use towards expenses relating to camps, excursions, or sporting activities for eligible children. If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for the CSEF. The annual CSEF amount per student is: • \$125 for primary school students. CSEF application forms are available from the school office. For more information about the CSEF visit www.education.vic.gov.au/csef.

#### NON-COMPULSORY PARISH THANKSGIVING

Registration cards are available from the school office if you would like to contribute to the Parish Thanksgiving Program. This money is vital for the day to day running of the St. John Bosco's Parish of which the school is a major part.

# School Hours, Student Supervision & Absentees

#### **SCHOOL HOURS**

Start: 8:55 am Music plays (students to prepare for class, toilet, drink), 9:00am bell to commence classes

Morning Recess: 11:00 am - 11:30 am (Music plays 11:25)

Lunch: 1:30 pm (1:30 - 1:40 music plays, eating in class) - 2:30pm (Music plays 2:25)

Dismissal: 3:30 pm, except on Wednesday when dismissal is at 3:15pm.

Children will be dismissed at 1:00pm on the last day of terms 1, 2 and 3 and at 12:30 pm at the end of term 4

#### BEFORE AND AFTER SCHOOL SUPERVISION

The school yard is supervised by a staff member from 8.30am - 9.00am and from 3.30pm. - 3.45pm, (3.15pm to 3.30pm on Wednesdays).

As there is no supervision before 8.30am, we request that children are not sent to school before this time.

Children who have not been collected from school by 3.30pm on Wednesdays and 3.45pm on other days, will be directed to wait at the school office. Office staff will contact parents. If you are running late to collect your child, please advise the office.

#### **OUR RESPONSIBILITY**

Once your child has entered our school grounds, we are responsible for his/her safety. We do not allow any child to leave the school grounds unless accompanied by an adult.

We see school as an important place of learning, so please ensure that your child attends regularly, unless genuinely ill

#### ABSENCE FROM SCHOOL

Attendance Guidelines require all schools to:

- Make immediate contact with parents/guardians, as soon as is practical, on the 'same day' of an unexplained absence
- Make all 'reasonable attempts' to identify the whereabouts and safety of all students who are absent.
- Request that parents/guardians provide a written explanation for all absences.

Parents/guardians are responsible for contacting the school on that day or earlier of an expected absence to inform staff and to provide an explanation for their child's absence.

This must be done prior to the commencement of the school day.

This may be done by contacting your child's classroom teacher via email.

Where an unexplained absence is identified the school will:

- Make all reasonable attempts to contact the parents/guardians that morning. This will in the first instance be done via an automated text message to the primary contact on our records.
- Once you receive the text message please call back that you are aware and have received the text from the school.
- Where no response is received from the parents/guardians that morning a subsequent phone call will be made to seek an explanation.
- In the event that contact cannot be made with the parents/guardians the school will attempt to communicate with emergency contact/s nominated on the student's file.

#### LATE ARRIVAL AND EARLY LEAVE PROCEDURES

If a child arrives to school late they must be **signed in** by a parent /guardian at the school office. The child will be given a Late Pass to give to their teacher.

If a child needs to leave school early they must be **signed out** by a parent /guardian at the school office. If this a planned early departure from school please advise the child's teacher by sending a note with your child.

As the school gates are locked during the school day, please enter the school through the school office in Teague Street.

#### SCHOOL DROP OFF AND PICK UP SAFETY

If you collect your children by car, please use caution in the vicinity of the school. Please be aware of the road safety and parking signs in the surrounding streets. Take particular notice of the No Standing signs in Muriel Street and Teague Street near the School Crossings are as they are there for your children's safety.

Cars are not allowed to drive into the schoolyard before or after school.

## General Information

#### **BICYCLES**

Children riding to school must wear helmets. Children are not to ride in the school grounds. Bikes are to be parked in the racks provided. All bikes must have a lock, as the school will not be responsible for stolen bikes.

#### STAFF PROFESSIONAL LEARNING DAYS

We would normally have up to 4 pupil-free days per year. We aim to give 4 weeks prior notice of in-service dates, so that you can plan for child care if necessary. In-service days are important for staff to update teaching skills, formulate programs and review our present curriculum.

#### **SICKNESS**

The school will contact parents or emergency contacts if a child becomes ill or has an accident at school. It is our policy to send children home if they become sick at school. If a child appears to be ill before school, we suggest you keep him/her home.

#### **FIRST AID**

If a child requires first aid during recess or lunch, the teacher on duty will make an assessment, then if required send to the First Aid room for attention. It is important that the school office is notified of any changes to your contact details. If your child requires medication during the day, a signed 'Medication Authority' form needs to be lodged at the office and your child will be supervised during medication distribution. All medications must be kept in the office.

#### **ANAPHYLAXIS AND ASTHMA POLICIES**

Staff are trained in the area of anaphylaxis and asthma management. Policies for both of these areas are available on our website. Parents are to provide the school with a copy of their child's management plan along with well labelled medication to be held in their child's classroom.

#### **INFECTIOUS DISEASES**

If a child contracts an infectious disease they must be excluded from school for the period designated by the Victorian Government School Exclusion Table Regulations. The regulations applying to the most commonly contracted diseases are outlined below. For the full list of exclusion periods for infectious diseases refer to the table linked below.

Chicken Pox: Exclude until all blisters have dried.

**Measles:** Exclude for at least 4 days after onset of rash.

**Whooping Cough:** Exclude the child for 21 days after the onset of cough or until they have completed 5 days of a course of antibiotic treatment.

Impetigo (School Sores): Exclude until appropriate treatment has commenced. Exposed sores must be covered.

**Hand, Foot and Mouth:** Exclude until all blisters have dried.

**Mumps:** Exclude for 9 days or until swelling goes down.

Conjunctivitis: Exclude until discharge from eyes has ceased.

**Victorian Government School Exclusion Table** 

#### **HEAD LICE**

Head Lice is not a notifiable condition and head lice do not transmit any infectious diseases. Head lice are transmitted by having head to head contact with someone who has head lice: this happens frequently in families, schools and childcare centres. Parents are encouraged to frequently check their children for head lice using inexpensive white hair conditioner on dry hair. This will help control head lice in your community. If head lice are detected at school, parents will be notified. Children can return to school after treatment has commenced.

#### **Victorian Government Head Lice Information**

#### SUNSMART POLICY

The Sunsmart Policy dictates that wearing a hat outside is compulsory in 1<sup>st</sup> & 4<sup>th</sup> Term. If children do not have a hat they must remain in the shade of the covered areas of the school yard.

Summer Uniform is worn Terms 1 & 4 and Winter Uniform is worn Terms 2 & 3.

#### **EMERGENCY PROCEDURES**

The school has an evacuation plan in case of emergencies. Sometimes parent helpers can be in charge of groups of children when an emergency siren or drill siren sounds. Helpers are asked to check the following:

- That their entire group is present
- That they join the main class group as soon as possible by a safe route
- Classes assemble at the two designated areas Muriel or Teague Street.

Staff 2020			
N	lame	Position	Email
Peter	Monaghan	Principal	pmonaghan@sjbniddrie.catholic.edu.au
Sommer	Azzopardi	Deputy Principal Student Wellbeing Leader Child Safety Officer	sazzopardi@sjbniddrie.catholic.edu.au
Marc	Guzzardi	Deputy Principal Parent Liaison Officer Learning and Teaching Leader	mguzzardi@sjbniddrie.catholic.edu.au
Belinda	Anderson	Yr 3 Teacher	banderson@sjbniddrie.catholic.edu.au
Melissa	Barnard	Yr 4 Learning Support Staff	mbarnard@sjbniddrie.catholic.edu.au
Jennifer	Barresi	PSG Timetable	jbarresi@sjbniddrie.catholic.edu.au
Jacinta	Beltrame	Yr 1 Learning Support Staff	jbeltrame@sjbniddrie.catholic.edu.au
Tran	Bernand	Science Teacher	tbernard@sjbniddrie.catholic.edu.au
Elena	Beslis	PE Teacher	ebeslis@sjbniddrie.catholic.edu.au
Adriana	Bonacci	Learning & Teaching Assistant Discovery Leader Italian Teacher	abonacci@sjbniddrie.catholic.edu.au
Tracey	Brennan	Yr 6 Learning Support Staff	tbrennan@sjbniddrie.catholic.edu.au
Amy	Bugeja	Yr 2 Learning Support Staff	abugeja@sjbniddrie.catholic.edu.au
Sue	Carey	Yr 6 Teacher	scarey@sjbniddrie.catholic.edu.au
Meagan	Coldwell	Yr 1 Teacher	mcoldwell@sjbniddrie.catholic.edu.au
Allison	Comerford	Yr 4 and Yr 3 Teacher	acomerford@sjbniddrie.catholic.edu.au
Kate	Cooney	Literacy Intervention/Social Justice/ RE Assistant	kcooney@sjbniddrie.catholic.edu.au
Taryn	Coxall	Yr 2 Teacher	tcoxall@sjbniddrie.catholic.edu.au
Valentina	Cuppari	Yr 1 Learning Support Staff	vcuppari@sjbniddrie.catholic.edu.au
Grace	Diamandis	Yr 6 Learning Support Staff	gdiamandis@sjbniddrie.catholic.edu.au
Georgina	Dodrill	Yr 5 Learning Support Staff	gdodrill@sjbniddrie.catholic.edu.au
Karen	Doody	Art Teacher	kdoody@sjbniddrie.catholic.edu.au
Lisa	Douglas	Prep Learning Support Staff	ldouglas@sjbniddrie.catholic.edu.au
Rosetta	Fazio	Yr 4 Learning Support Staff	rfazio@sjbniddrie.catholic.edu.au
Sandra	Fazio	Italian Teacher	sfazio@sjbniddrie.catholic.edu.au
Mark	Fitzell	Performing Arts Teacher	mfitzell@sjbniddrie.catholic.edu.au

Julia	Gribble	Yr 6 Teacher	jgribble@sjbniddrie.catholic.edu.au
Libby	Jolley	Yr 6 Teacher	ljolley@sjbniddrie.catholic.edu.au
Maree	Kennedy	Administration Officer, Finance Officer	mkennedy@sjbniddrie.catholic.edu.au
Oula	Khallouf	Yr 2 Learning Support Staff	okhallouf@sjbniddrie.catholic.edu.au
William	Kingston	Yr 4 Teacher Assistant Maths Leader	wkingston@sjbniddrie.catholic.edu.au
Helen	Lannin	English as an Additional Language (EAL) Teacher/ Religious Education Leader	hlannin@sjbniddrie.catholic.edu.au
Natalie	La Rosa	Yr 1 Teacher	nlarosa@sjbniddrie.catholic.edu.au
Lynn	Mahoney	Administration Officer	lmahoney@sjbniddrie.catholic.edu.au
Aoife	Maughan	Yr 4 Teacher	amaughan@sjbniddrie.catholic.edu.au
Stephanie	McKenna	Prep Teacher	smckenna@sjbniddrie.catholic.edu.au
Rebecca	Middleton	Yr 3 Teacher	rmiddleton@sjbniddrie.catholic.edu.au
Simone	Monteleone	Prep Learning Support Staff	smonteleone@sjbniddrie.catholic.edu.au
Melanie	Phillips	Prep Learning Support Staff	mphillips@sjbniddrie.catholic.edu.au
Katie	Rawet	Prep Teacher	krawet@sjbniddrie.catholic.edu.au
Joanne	Robertson	Administration Officer	jrobertson@sjbniddrie.catholic.edu.au
Ann-Marie	Sabato	Prep Teacher	asabato@sjbniddrie.catholic.edu.au
Sallyann	Scicluna	Yr 4 Teacher Maths Leader	sscicluna@sjbniddrie.catholic.edu.au
Naomi	Scott	Yr 5 Teacher Assistant Student Wellbeing Leader	nscott@sjbniddrie.catholic.edu.au
Julia	Serratore	Digital Technologies Leader	jserratore@sjbniddrie.catholic.edu.au
Patricia	Spina	Yr 5 Teacher	tspina@sjbniddrie.catholic.edu.au
Rebecca	Stephensen	Yr 2 Teacher	rstephensen@sjbniddrie.catholic.edu.au
Michelle	Stivala	Yr 4 Teacher	mstivala@sjbniddrie.catholic.edu.au
Alicia	Sullivan	Yr 5 Teacher	asullivan@sjbniddrie.catholic.edu.au
Danielle	Thompson	Literacy Leader	dthompson@sjbniddrie.catholic.edu.au
Eliza	Travis	Prep Teacher Digital Technologies Leader	etravis@sjbniddrie.catholic.edu.au
Alexandra	Travis	Yr 1 Teacher	atravis@sjbniddrie.catholic.edu.au
Edith	Vella	Yr 5 Learning Support Staff	evella@sjbniddrie.catholic.edu.au
Rosie	Williams	Yr 1 Learning Support Staff	rwilliams@sjbniddrie.catholic.edu.au

Gemma	Wright	Yr 4 Learning Support Staff	gwright@sjbniddrie.catholic.edu.au
Sharon	Wright	Librarian	swright@sjbniddrie.catholic.edu.au
Danielle	Zambara	Yr 5 Learning Support Staff	dzambara@sjbniddrie.catholic.edu.au
Diana	Zampaglione	Yr 3 Learning Support Staff	dzampaglione@sjbniddrie.catholic.edu.au

# **PREP 2020**

#### **Teachers**

Welcome to Prep for 2020. The Prep teachers for 2020 are Steph McKenna in PSM, Eliza Travis and Ann-Marie Sabato working in partnership in PET and Katie Rawet in PKR. Lisa Douglas, Melanie Phillips and Simone Monteleone will be working with the year level as Learning Support Staff. We are looking forward to working with you in partnership to make 2020 an engaging and fun-filled year.

#### **Classroom Supplies Needed**

- The school will provide all books and stationery required for the year
- It would be greatly appreciated if each child could supply a box of tissues and a packet of baby wipes.
- Library bag this needs to be durable and large enough to hold large picture story books

#### **Change of Clothes:**

• We encourage a change of clothes (socks, underwear, shorts) to be placed in a plastic zip lock bag in the front pocket of your child's school bag.

#### Labelling

- All student property must be clearly labelled, this includes uniform items, lunch boxes, school bags, library bags etc.
- Lost property items are housed in the corridor outside the office

#### **Uniform & Personal Presentation**

- Students are required to wear the correct school uniform at all times.
- If students are out of uniform they must provide a note to their teacher explaining why they are out of uniform and when they expect to be in the correct uniform again.
- Prep students are to wear their sports uniform on Wednesdays and Thursdays only.
- On whole school sports days such as athletics and swimming carnivals students are required to wear their sports uniform, they may like to substitute their school t-shirt for a t-shirt the colour of their sporting house.
- Summer uniform is to be worn in terms 1 and Term 4. Winter uniform is to be worn terms 2 and Term 3. In the case of extreme weather suitable uniform may be worn. Any time the summer uniform is worn the children must wear their hat.
- Shoulder length hair must be tied back, ribbons or bows must be school colours (navy/sky blue or white)
- No nail polish or makeup is to be worn to school.
- Sleepers or studs only in ears, the only other acceptable jewellery must have a religious significance. other jewellery or necklaces are banned.
- Sunscreen available in the classroom, students can bring their own if preferred, it's the child's responsibility to apply the sunscreen.

#### **Lunch and Snacks**

- We have a number of students in the school with allergies (anaphylaxis), we ask students to refrain from having nut related products at school (prep - Year 2), we also ask students not to share food to minimise the risk of allergic reactions.
- Students are to bring a water bottle, brain food, recess snacks and lunch each day
- Brain food snacks are to be either fruit or vegetables. Brain food breaks are quick breaks therefore food must be cut or peeled
- Students are encouraged to bring "nude food" (food without excess packaging) to reduce the amount of rubbish
- Prep students can purchase a school lunch order through the canteen on Tuesday (Canteen Price Lists are
  available on the school website or from the noticeboard at the front entrance). All students will be able to purchase
  icy poles, Moosies, chips and biscuits from the canteen during Tuesday and Friday lunchtimes.

#### **Birthday Treats and Invitations**

- Due to allergies, we encourage non-food birthday treats as much as possible.
- Icy poles or lollies are acceptable treats.
- We ask families to be mindful of non-invited students when distributing birthday invitations.
- Invitations can be distributed by parents or through the communication folder. Please speak to your classroom teacher about an appropriate time to place these in the folders.

#### **Children's Toys and Electronic Devices**

- Any toys brought from home must be clearly labelled
- Expensive/precious toys or toys that evoke violent behaviour e.g toy guns are not permitted at school. The school will not take responsibility for lost or damaged items.
- Please be aware any toys brought to school are the responsibility of the child, therefore it is suggested that
  expensive or precious items not be brought to school
- Please encourage children to keep their playtime toys in their bags
- iPads/tablets or similar electronic devices are not permitted at school, unless requested by a teacher
- Personal mobile phones must be handed into the office as soon as students arrive at school. Students can collect their phone at the end of the day

#### **Home Learning**

- Reading: 10 mins 5 times a week
- Maths: 10 mins 5 times a week
- High frequency words

#### **Diaries/Communication Folders**

Prep students are provided with a Home Reading Diary and Reading Folder.

- Diaries must be kept in the students' home reading folders, as they are required at school each day.
- Parents are asked to comment and sign their child's diary each week.
- Diaries will be checked and signed by the teacher on a weekly basis.
- Diaries must be looked after as they will be used for the remainder of the year.
- Please record your child's home learning (reading, maths and spelling) in these diaries

#### **Specialist Classes**

Prep SM will attend specialist classes as follows:

Wednesday	Thursday
PE with Elena Beslis Performing Arts with Mark Fitzell Italian with Adriana Bonacci	Visual Arts with Karen Doody Science with Tran Bernard

Prep KR will attend specialist classes as follows:

Tuesday	Wednesday	Thursday
Italian with Adriana Bonacci	Science with Tran Bernand Visual Arts with Karen Doody PE with Elena Beslis	Performing Arts with Mark Fitzell

Prep ET will attend specialist classes as follows:

Tuesday	Wednesday	Thursday
Italian with Adriana Bonacci	PE with Elena Beslis Science with Tran Bernard Visual Arts with Karen Doody	Performing Arts with Mark Fitzel

#### Library

Prep KR and Prep ET will have library on Mondays, Prep SM will be on Friday.

- Please return your child's library book to the white library return box (opposite the office) prior to this day. Please note, children are unable to borrow if they do not have a library bag or have overdue books.
- Students can borrow a maximum of two library books
- All students are required to have a library bag in order to borrow books.

#### Absence from School

- It is required of parents/guardians to provide the school with written notification explaining their child's absence from school. This can be in email form prior to an expected absence or before 9am on the day of the absence.
- Students arriving late or being collected early from school must be signed in or out on the iPad at the front office.
- In Prep we encourage parents (where possible) not to plan extended holidays throughout the term as this can greatly impact on your child's learning

#### **Buddies**

- All Prep students are allocated a Grade 6 Buddy.
- Throughout the year the Preps will work with their buddies on a variety of tasks.
- Please do not buy any gifts for your buddy, the students will have opportunities to make cards and gifts at school
- Prep/ Grade 6 Buddy night occurs early in Term 1 for families to enjoy a picnic atmosphere and get to know each other (BYO food, drinks and seating etc).

#### **Sports Colours**

- Students will participate in sport days throughout the year such as Athletics and Swimming Carnivals.
- Please note that your child will remain in the same sport colour from Prep to Year 6.
- These colours will be allocated to your child at the beginning of the school year and will be communicated to you through the home reader diary.

#### **Termly Overviews**

• At the beginning of each Term, an overview will be sent out to outline each learning area, set dates and reminders.

#### Start of the Year assessment dates

Literacy and Numeracy assessments will be scheduled on Wednesdays in February and each child will be given an appointment time to attend for testing. Preps do not attend school on Wednesdays for the month of February.

#### Medical

If your child suffers a medical condition (asthma, anaphylaxis etc.) you will need to provide the following on the first day of school:

For the classroom:

- Your child's current Medical Action Plan (with photo),
- All medication listed on the plan with your child's name and expiry date clearly labelled For the office:
- An additional copy of your child's Medical Action plan.

During the school year if your child requires medication while at school please visit the office to complete a medication authorisation form which gives permission for office staff to administer the medication.

#### **Contact Details:**

Steph McKenna: <a href="mailto:smckenna@sjbniddrie.catholic.edu.au">smckenna@sjbniddrie.catholic.edu.au</a>

Eliza Travis: <a href="mailto:etravis@sjbniddrie.catholic.edu.au">etravis@sjbniddrie.catholic.edu.au</a></a>
<a href="mailto:krawet@sjbniddrie.catholic.edu.au">krawet@sjbniddrie.catholic.edu.au</a>



# Year 1 2020

#### **Teachers**

Welcome to Year 1 for 2020. The Year 1 teachers for 2020 are Meagan Coldwell in 1MC, Natalie La Rosa in 1NL and Alex Travis in 1AT. Jacinta Beltrame, Rosanna Williams and Valentina Cuppari will be working with the year level as Learning Support Staff. We look forward to working with you in partnership to make 2020 an engaging and fun-filled year!

#### **Classroom Supplies Needed**

- The school will provide all books and stationery required for the year.
- It would be greatly appreciated if each student could supply two boxes of tissues and three packets of baby wipes for the year.

#### **Change of Clothes**

• A spare pair of underwear for the children in their school bag.

#### Labelling

- All student property must be clearly labelled, this includes uniform items, lunch boxes, school bags, library bags etc.
- Lost property items are housed in the corridor outside the office.

#### **Uniform & Personal Presentation**

- Students are required to wear the correct school uniform at all times.
- If students are out of uniform, parents are to email the classroom teacher explaining why they are out of uniform and when they expect to be in the correct uniform again.
- Year 1 students are to wear their sports uniform on Wednesdays and Thursdays only.
- On whole school sports days such as athletics and swimming carnivals, students are required to wear their sports uniforms. They may like to substitute their school t-shirt for a t-shirt of the colour of their sporting house.
- Summer uniform is to be worn terms 1 and 4. Winter uniform is to be worn terms 2 and 3. In the case of extreme weather, suitable uniform may be worn. Any time the summer uniform is worn the children must wear their hat.
- Sunscreen is available in the classroom. Students can bring their own if preferred. It's the child's responsibility to apply the sunscreen.
- Shoulder length hair must be tied back. Ribbons or bows must be school colours (navy/sky blue or white)
- No nail polish or makeup is to be worn to school.
- Sleepers or studs only in ears. The only other acceptable jewellery must have a religious significance. Other
  jewellery or necklaces are banned.

#### **Lunch and Snacks**

- We have a number of students in the school with allergies (anaphylaxis), therefore we ask students to refrain from having nut related products at school (Prep - Year 2). We also ask students not to share food to minimise the risk of allergic reactions.
- Students are to bring a water bottle, brain food, recess snacks and lunch each day.
- Brain food snacks are to be either fruit or vegetables. Brain food breaks are quick five minute breaks, therefore food must be cut or peeled.
- Students are encouraged to bring "nude food" (food without excess packaging) to reduce the amount of rubbish.
- Year 1 students can purchase a school lunch order through the canteen on Tuesdays (Canteen Price Lists are available on the school website or from the noticeboard at the front entrance). All students will be able to purchase icy poles, Moosies, chips and biscuits from the canteen during Tuesday and Friday lunchtimes.

#### **Birthday Treats and Invitations**

- Due to allergies, we encourage non-food birthday treats as much as possible.
- Lollipops or lollies are acceptable treats.
- We ask families to be mindful of non-invited students when distributing birthday invitations.

#### **Children's Toys and Electronic Devices**

- Any toys brought from home must be clearly labelled.
- Expensive/precious toys or toys that evoke violent behaviour e.g toy guns are not permitted at school. The school will not take responsibility for lost or damaged items.
- IPads/tablets or similar electronic devices are not permitted at school, unless requested by a teacher.

 Personal mobile phones must be handed into the office as soon as students arrive at school. Students can collect their phone at the end of the day.

#### **Home Learning**

- Reading: 10 mins 5 times a week
- Maths: 10 mins 5 times a week (optional)
- Spelling: 10 mins 4 times a week

#### **Reading Diaries/Communication Folders**

Year 1 students are provided with a Home Reading Diary and Reading Folder.

- Diaries must be kept in the students' reading folders, as they are required at school each day.
- Parents are asked to comment and sign their child's diary each day.
- Diaries will be checked and signed by the teacher on a weekly basis.
- Diaries must be looked after as they will be used for the remainder of the year.

#### **Specialist Classes**

1MC will attend specialist classes as follows:

Wednesday	Thursday
Italian with Adriana Bonacci Performing Arts with Mark Fitzell PE with Elena Beslis	Science with Tran Bernard Visual Arts with Karen Doody

#### 1NL will attend specialist classes as follows:

Wednesday	Thursday
Italian with Adriana Bonacci Science with Tran Bernard Visual Arts with Karen Doody	Performing Arts with Mark Fitzell PE with Elena Beslis

#### 1AT will attend specialist classes as follows:

Tuesday	Thursday
Italian with Adriana Bonacci Science with Tran Bernard PE with Elena Beslis Visual Arts with Karen Doody	Performing Arts with Mark Fitzell

#### Library

- 1NL will attend the library each Monday, 1MC and 1AT will attend the library each Tuesday.
- Students can borrow a maximum of two library books.
- All students are required to have a library bag in order to borrow books.
- Library books can be returned to the library return box (located in the corridor outside the office) prior to their library day.

#### **Absence from School**

- It is required of parents/guardians to notify their child's classroom teacher explaining their child's absence from school. This can be in email form prior to an expected absence or before 9am on the day of the absence.
- Students arriving late or being collected early from school must be signed in or out on the iPad at the front office.

#### Medical

If your child suffers a medical condition (asthma, anaphylaxis etc.) you will need to provide the following on the first day of school:

For the classroom:

- Your child's current Medical Action Plan (with photo),
- All medication listed on the plan with your child's name and expiry date clearly labelled For the office:
- An additional copy of your child's Medical Action plan.

During the school year if your child requires medication while at school please visit the office to complete a medication authorisation form which gives permission for office staff to administer the medication.

#### **Sports Colours**

- Students will participate in sport days throughout the year such as Athletics and Swimming Carnivals.
- Please note that your child will remain in the same sport colour from Prep to Year 6.

#### **Termly Overviews**

• At the beginning of each Term, an overview will be sent out to outline each learning area, set dates and reminders.

#### **Contact Details**

Meagan Coldwell <u>mcoldwell@sjbniddrie.catholic.edu.au</u>
Natalie La Rosa: <u>nlarosa@sjbniddrie.catholic.edu.au</u>
Alex Travis: atravis@sjbniddrie.catholic.edu.au





#### **Teachers**

Welcome to Year 2 for 2020. The Year 2 teachers for 2020 are Beck Stephensen in 2RS and Taryn Coxall in 2TC. Amy Bugeja and Oula Khallouf will be working with the year level as Learning Support Staff. We are looking forward to working with you in partnership to make 2020 an engaging and fun-filled year.

#### **Classroom Supplies Needed**

- The school will provide all books and stationery required for the year.
- It would be greatly appreciated if each student could supply two boxes of tissues and three packets of baby wipes. Students use baby wipes to clean their hands before meals and to clean their table to assist with good hygiene.

#### Labelling

- All student property must be clearly labelled, this includes uniform items, lunch boxes, school bags, library bags etc.
- Lost property items are housed in the corridor outside the office.

#### **Uniform & Personal Presentation**

- Students are required to wear the correct school uniform at all times.
- If students are out of uniform they must provide a note to their teacher explaining why they are out of uniform and when they expect to be in the correct uniform again.
- Year 2 students are to wear their sports uniform on Wednesdays and Thursdays only.
- On whole school sports days such as athletics and swimming carnivals students are required to wear their sports uniforms, they may like to substitute their school t-shirt for a t-shirt the colour of their sporting house.
- Students may also wear their sports uniforms on excursions.
- Summer uniform is to be worn terms 1 and 4. Winter uniform is to be worn terms 2 and 3. In the case of extreme weather suitable uniform may be worn. Any time the summer uniform is worn the children must wear their hat.
- Sunscreen is available in the classroom, students can bring their own if preferred, it's the child's responsibility to apply the sunscreen.
- Shoulder length hair must be tied back, ribbons or bows must be school colours (navy/sky blue or white)
- No nail polish or makeup is to be worn to school.
- Sleepers or studs only in ears, the only other acceptable jewellery must have a religious significance. other jewellery or necklaces are banned.

#### **Lunch and Snacks**

- We have a number of students in the school with allergies (anaphylaxis), we ask students to refrain from having nut related products at school (Prep - Year 2), we also ask students not to share food to minimise the risk of allergic reactions.
- Students are to bring a water bottle with water, brain food, recess snacks and lunch each day.
- Brain food snacks are to be either fruit or vegetables. Brain food breaks are quick breaks therefore food must be cut or peeled and only a small portion.
- Students are encouraged to bring "nude food" (food without excess packaging) to reduce the amount of rubbish.
- Year 2 students can purchase a school lunch order through the canteen on Tuesdays (Canteen Price Lists are
  available on the school website or from the noticeboard at the front entrance). All students will be able to purchase
  icy poles, Moosies, chips and biscuits from the canteen during Tuesday and Friday lunchtimes.

#### **Birthday Treats and Invitations**

Due to allergies, we encourage non-food birthday treats as much as possible.

- Lollipops or Iollies are acceptable treats.
- We ask families to be mindful of non-invited students when distributing birthday invitations, and this be done in private

#### **Children's Toys and Electronic Devices**

- Any toys brought from home must be clearly labelled and left in school bags for only snack and lunch time.
- Expensive/precious toys or toys that evoke violent behaviour e.g toy guns are not permitted at school. The school will not take responsibility for lost or damaged items.
- iPads/tablets or similar electronic devices are not permitted at school, unless requested by a teacher.

#### **Home Learning**

• Reading: x 5 per week 10 mins - Take home book, World Book online (Kids & World of Early Learning)

- Spelling: x4 per week 5 mins.
- Numeracy: x5 per week 10 mins.

#### **Diaries/Communication Folders**

Year 2 students are provided with a school diary.

- Diaries must be kept in the students' school bags as they are required at school each day.
- Parents are asked to sign their child's diary each night.
- Diaries will be checked and signed by the teacher on a weekly basis.
- Diaries will also be used for communication purposes between home and school. It is important that teachers are aware that students need to be checked for communication.

#### Specialist Classes

Students will need to wear their sports uniform on the following days.

2RS will attend specialist classes as follows:

Tuesday/Wednesday	Thursday
Italian with Adriana Bonacci (Tues) Science with Tran Bernard Visual Arts with Karen Doody	PE with Elena Beslis Performing Arts with Mark Fitzell

#### 2TC will attend specialist classes as follows:

Wednesday	Thursday
Italian with Adriana Bonacci Performing Arts with Mark Fitzell Visual Arts with Karen Doody Science with Tran Bernard	PE with Elena Beslis

#### Library

- 2RS will attend library on Fridays and 2TC will attend library on Tuesdays.
- Students can borrow a maximum of two library books.
- All students are required to have a library bag in order to borrow books.
- Library books can be returned to the library return box (located in the corridor outside the office) prior to their library day.

#### Medica

If your child suffers a medical condition (asthma, anaphylaxis etc.) you will need to provide the following on the first day of school:

For the classroom:

- Your child's current Medical Action Plan (with photo).
- All medication listed on the plan with your child's name and expiry date clearly labelled.

For the office:

An additional copy of your child's Medical Action plan.

During the school year if your child requires medication while at school, please visit the office to complete a medication authorisation form which gives permission for office staff to administer the medication.

#### **Absence from School**

- It is required of parents/guardians to provide the school with written notification explaining their child's absence from school. This can be in email form prior to an expected absence or before 9am on the day of the absence.
- Students arriving late or being collected early from school must be signed in or out on the iPad at the front office.

#### **Sports Colours**

- Students will participate in sport days throughout the year such as Athletics and Swimming Carnivals.
- Please note that your child will remain in the same sport colour from Prep to Year 6.

#### **Termly Overviews**

• At the beginning of each Term, an overview will be sent out to outline each learning area, set dates and reminders.

#### **Contact Details**

Beck Stephensen: <a href="mailto:rstephensen@sjbniddrie.catholic.edu.au">rstephensen@sjbniddrie.catholic.edu.au</a>

Taryn Coxall: tcoxall@sjbniddrie.catholic.edu.au







# Year 3 2020

#### Teachers

Welcome to Year 3 for 2020. The Year 3 teachers for 2020 are Belinda Anderson and Allison Comerford working in partnership in 3BA and Rebecca Middleton in 3RM. Diana Zampaglione will be working with the year level as Learning Support Staff. We look forward to working with you in partnership to make 2020 an engaging and fun-filled year.

#### **Classroom Supplies Needed**

- The school will provide all books and stationery required for the year. Students may also like to bring their personal stationery in a pencil case.
- It would be greatly appreciated if each student could supply two boxes of tissues or wet wipes for the year.

#### Labelling

- All student property must be clearly labelled, this includes uniform items, lunch boxes, school bags, library bags etc.
- Lost property items are housed in the corridor outside the office.

#### **Uniform & Personal Presentation**

- Students are required to wear the correct school uniform at all times.
- If students are out of uniform they must provide a note to their teacher explaining why they are out of uniform and when they expect to be in the correct uniform again.
- Year 3 students are to wear their sports uniform on Tuesdays and Wednesdays only.
- On whole school sports days such as athletics and swimming carnivals, students are required to wear their sports uniforms, they may like to substitute their school t-shirt for a t-shirt the colour of their sporting house.
- Summer uniform is to be worn terms 1 and 4, Winter uniform is to be worn terms 2 and 3. In the case of extreme weather suitable uniform may be worn. Any time the summer uniform is worn the children must wear their hat.
- Shoulder length hair must be tied back, ribbons or bows must be school colours (navy/sky blue or white).
- No nail polish or makeup is to be worn to school.
- Sleepers or studs only in ears, the only other acceptable jewellery must have a religious significance. Other jewellery or necklaces are banned.
- Sunscreen is available in the classroom, students can bring their own if preferred, it is the child's responsibility to apply the sunscreen.

#### **Lunch and Snacks**

- We have a number of students in the school with allergies (anaphylaxis), we ask students to refrain from having nut related products at school (Prep Year 2), we also ask students not to share food to minimise the risk of allergic reactions.
- Students are to bring a water bottle, brain food, recess snacks and lunch each day
- Brain food snacks are to be either fruit or vegetables. Brain food breaks are quick breaks therefore the children only need one piece of fruit or vegetable, which must be cut or peeled.
- Students are encouraged to bring "nude food" (food without excess packaging) to reduce the amount of rubbish.
- Year 3 students can purchase a school lunch order through the canteen on Fridays (Canteen Price Lists are available
  on the school website or from the noticeboard at the front entrance). All students will be able to purchase icy poles,
  Moosies, chips and biscuits from the canteen during Tuesday and Friday lunchtimes.

#### **Birthday Treats and Invitations**

- Due to allergies, we encourage non-food birthday treats as much as possible.
- Lollipops or lollies are acceptable treats, however they will be sent home and not consumed on school premises.
- We ask families to be mindful of non-invited students when distributing birthday invitations.

#### Children's Toys & Electronic Devices

- Expensive/precious toys or toys that evoke violent behaviour e.g toy guns are not permitted at school. The school will not take responsibility for lost or damaged items.
- iPads/tablets or similar electronic devices are not permitted at school, unless requested by a teacher.
- Personal mobile phones must be handed into the office as soon as students arrive at school, students can collect their phone at the end of the day.

#### Homework

Reading: 20 mins 5 times a weekMaths: 10 mins 5 times a week

Utilize 'Smart Spelling' words and spelling activities: 3 times a week 5 mins

#### **Diaries**

Year 3 students are provided with a school diary and diary cover.

- Diaries must be kept in the students' school bags as they are required at school each day.
- Parents are asked to sign their child's diary each week.
- Diaries will be checked and signed by the teacher on a weekly basis.
- Diaries will also be used for communication purposes between home and school.
- Students are asked to record their homework and important events in their diaries.
- Diary covers must be looked after, students will reuse the covers through to Year 5.

#### **Specialists**

3BA will attend specialist classes as follows:

Tuesday	Wednesday
Visual Arts with Karen Doody Science with Tran Bernard PE with Elena Beslis	Performing Arts with Mark Fitzell Italian with Adriana Bonacci

3RM will attend specialist classes as follows:

Tuesday	Wednesday
Science with Tran Bernard PE with Elena Beslis Visual Arts with Karen Doody	Performing Arts with Mark Fitzell Italian with Adriana Bonacci

#### Library

- 3BA will attend library on Thursdays, 3RM on Mondays.
- Students can borrow a maximum of two library books.
- All students are required to have a library bag in order to borrow books.
- Library books can be returned to the library return box (located in the corridor outside the office) prior to their library day.

#### **Absence from School**

- It is required of parents/guardians to provide the school with written notification explaining their child's absence from school. This can be in email form prior to an expected absence or before 9am on the day of the absence.
- Students arriving late or being collected early from school must be signed in or out on the iPad at the front office.

#### Medical

If your child suffers a medical condition (asthma, anaphylaxis etc,) you will need to provide the following on the first day of school:

For the classroom:

- Your child's current Medical Action Plan (with photo),
- All medication listed on the plan with your child's name and expiry date clearly labelled

For the office:

An additional copy of your child's Medical Action plan.

During the school year if your child requires medication while at school, please visit the office to complete a medication authorisation form which gives permission for office staff to administer the medication.

#### **Sports Colours**

- Students will participate in sport days throughout the year such as Athletics and Swimming Carnivals.
- Please note that your child will remain in the same sport colour from Prep to Year 6.

#### **Termly Overviews**

• At the beginning of each Term, an overview will be sent out to outline each learning area, set dates and reminders.

#### **Sacramental Program**

**Reconciliation:** Year 3

- Sacramental Family Evening Meeting: Tuesday 24th March 7pm
- Sacrament Dates: Wednesday 25th March and Thursday 26th March 11:30am

This sacrament occurs during school hours and parents are more than welcome to attend.

#### **NAPLAN**

• Students will participate in NAPLAN testing for Reading, Writing, Grammar and Punctuation, Spelling and Numeracy during the month of May.

#### Camp

Urban Camp Melbourne (Parkville), Thursday 11th October 2018 - Friday 12th October 2018 Term 4, Week 1.

#### **Contact Details:**

Belinda Anderson: <u>banderson@sjbniddrie.catholic.edu.au</u> Rebecca Middleton: <u>rmiddleton@sjbniddrie.catholic.edu.au</u> Allison Comerford <u>acomerford@sjbniddrie.catholic.edu.au</u>

## Year 4 2020

#### Teachers:

Welcome to Year 4 for 2020. The Year 4 teachers for 2020 are Will Kingston in 4WK, Aoife Maughan in 4AM and Sallyann Scicluna and Michelle Stivala working in partnership in 4SS. Melissa Barnard, Gemma Wright and Rose Fazio will be working with the year level as Learning Support Staff. We look forward to working with you in partnership to make 2020 an engaging and fun-filled year.

## Classroom Supplies Needed

• The school will provide all books and stationery required for the year. Students may also like to bring their own stationery for personal use only.

Students will need to provide:

- A pencil case.
- Two boxes of tissues for the year.

## Labelling

- All student property must be clearly labelled, this includes uniform items, lunch boxes, school bags, library bags etc.
- Lost property items are housed in the corridor outside the office.

#### **Uniform & Personal Presentation**

- Students are required to wear the correct school uniform at all times.
- If students are out of uniform they must provide a note to their teacher explaining why they are out of uniform and when they expect to be in the correct uniform again.
- Year 4 students are to wear their sports uniform on Tuesdays and Thursdays only.
- On whole school sports days such as athletics and swimming carnivals students are required to wear their sports uniforms, they may like to substitute their school t-shirt for a t-shirt the colour of their sporting house.
- Summer uniform is to be worn terms 1 and 4. Winter uniform is to be worn terms 2 and 3. In the case of extreme weather suitable uniform may be worn. Any time the summer uniform is worn the children must wear their hat.
- Shoulder length hair must be tied back, ribbons or bows must be school colours (navy/sky blue or white)
- No nail polish or makeup is to be worn to school.
- Sleepers or studs only in ears, the only other acceptable jewellery must have a religious significance. Other jewellery or necklaces are banned.
- Sunscreen is available in the classroom, students can bring their own if preferred, it's the child's responsibility to apply the sunscreen.

## **Lunch and Snacks**

- We have a number of students in the school with allergies (anaphylaxis), we ask students to refrain from having nut related products at school (prep - Year 2), we also ask students not to share food to minimise the risk of allergic reactions.
- Students are to bring a water bottle, brain food, recess snacks and lunch each day.
- Brain food snacks are to be either fruit or vegetables. Brain food breaks are quick breaks therefore food must be cut or peeled.
- Students are encouraged to bring "nude food" (food without excess packaging) to reduce the amount of rubbish.
- Year 4 students can purchase a school lunch order through the canteen on Fridays (Canteen Price Lists are available on the school website or from the noticeboard at the front entrance). All students will be able to purchase icy poles, Moosies, chips and biscuits from the canteen during Tuesday and Friday lunchtimes.

#### **Birthday Treats and Invitations**

- Due to allergies, we encourage non-food birthday treats as much as possible.
- Lollipops or lollies are acceptable treats.
- Ensure birthday invitations are handed out at an appropriate time i.e. before school, recess or after school.

#### Children's Toys and Electronic Devices

- Any toys brought from home must be clearly labelled
- Expensive/precious toys or toys that evoke violent behaviour e.g toy guns are not permitted at school. The school will not take responsibility for lost or damaged items.

- iPads/tablets or similar electronic devices are not permitted at school, unless requested by a teacher.
- Personal mobile phones must be handed into the office as soon as students arrive at school, students can collect their phone at the end of the day.

## **Home Learning**

- Reading: x5 per week 15-20 mins Personal book from home, Take home book, Reading Eggs, World Book Online
- Spelling: x3 per week 5 mins To be determined by teachers/SMART Spelling
- Numeracy: x5 per week 10 mins Personal Goal

#### **Diaries/Communication Folders**

Year 4 students are provided with a school diary and diary cover.

- Diaries must be kept in the students' school bags as they are required at school each day.
- Parents are asked to sign their child's diary each week.
- Diaries will be checked and signed by the teacher on a weekly basis.
- Diaries will also be used for communication purposes between home and school.
- Students are asked to record their homework and important events in their diaries.
- Diary covers must be looked after, students will reuse the covers through to Year 5.

## **Specialist Classes**

4WK will attend specialist classes as follows:

Tuesday	Thursday
Visual Arts with Karen Doody Italian with Sandra Fazio Science with Tran Bernard Performing Arts with Mark Fitzell	PE with Elena Beslis

4AM will attend specialist classes as follows:

Tuesday	Thursday
Visual Arts with Karen Doody Italian with Sandra Fazio PE with Elena Beslis Science with Tran Bernard	Performing Arts with Mark Fitzell

4SS will attend specialist classes as follows:

Tuesday	Wednesday
Performing Arts with Mark Fitzell Italian with Sandra Fazio PE with Elena Beslis	Visual Arts with Karen Doody Science with Tran Bernard

## Library

- Year 4 will have library on Wednesday.
- Students can borrow a maximum of two library books.
- All students are required to have a library bag in order to borrow books.
- Library books can be returned to the library return box (located in the corridor outside the office) prior to their library day.

#### Absence from School

- It is required of parents/guardians to provide the school with written notification explaining their child's absence from school. This can be in email form prior to an expected absence or before 9am on the day of the absence.
- Students arriving late or being collected early from school must be signed in or out on the iPad at the front
  office.

#### Medical

If your child suffers a medical condition (asthma, anaphylaxis etc.) you will need to provide the following on the first day of school:

For the classroom:

- Your child's current Medical Action Plan (with photo),
- All medication listed on the plan with your child's name and expiry date clearly labelled.

For the office

• An additional copy of your child's Medical Action plan.

During the school year if your child requires medication while at school, please visit the office to complete a medication authorisation form which gives permission for office staff to administer the medication.

#### **Sports Colours**

- Students will participate in sport days throughout the year such as Athletics and Swimming Carnivals.
- Please note that your child will remain in the same sport colour from Prep to Year 6.

## **Termly Overviews**

 At the beginning of each Term, an overview will be sent out to outline each learning area, set dates and reminders.

## Camp

Term 1 - March Tuesday 13th - Wednesday 14th - Camp Angahook at Aireys Inlet

## **Contact Details**

Sallyann Scicluna sscicluna@sjbniddrie.catholic.edu.au Michelle Stivala mstivala@sjbniddrie.catholic.edu.au Will Kingston wkingston@sjbniddrie.catholic.edu.au Aoife Maughan amaughan@sjbniddrie.catholic.edu.au





# Year 5 2020

#### **Teachers**

Welcome to Year 5 for 2020. The Year 5 teachers for 2020 are Tricia Spina in 5TS, Naomi Scott and Alicia Sullivan in 5NS. Georgina Dodrill, Danielle Zambara and Edi Vella will be working with the year level as Learning Support Staff. We are looking forward to working with you in partnership to make 2020 an engaging and fun-filled year.

## **Classroom Supplies Needed**

- The school will provide all books and stationery required for the year. This excludes pencil cases, children will need to provide their own. Students may also like to bring their own stationery for personal use only.
- It would be greatly appreciated if each student could supply two boxes of tissues for the year.

## Labelling

- All student property must be clearly labelled, this includes uniform items, lunch boxes, school bags, library bags etc
- Lost property items are housed in the corridor outside the office.

#### **Uniform & Personal Presentation**

- Students are required to wear the correct school uniform at all times.
- If students are out of uniform they must provide a note to their teacher explaining why they are out of uniform and when they expect to be in the correct uniform again.
- Year 5 students are to wear their sports uniform on Tuesdays and Thursdays only.
- On whole school sports days such as athletics and swimming carnivals students are required to wear their sports uniform. They may like to substitute their school t-shirt for a t-shirt the colour of their sporting house.
- Summer uniform is to be worn terms 1 and 4. Winter uniform is to be worn terms 2 and 3. In the case of extreme weather suitable uniform may be worn. Any time the summer uniform is worn the children must wear their hat.
- Shoulder length hair must be tied back, ribbons or bows must be school colours (navy/sky blue or white)
- No nail polish or makeup is to be worn to school.
- Sleepers or studs only in ears, the only other acceptable jewellery must have a religious significance. other jewellery or necklaces are banned.
- Sunscreen is available in the classroom, students can bring their own if preferred, it's the child's responsibility to apply the sunscreen.

#### **Lunch and Snacks**

- We have a number of students in the school with allergies (anaphylaxis), so we ask you to keep this in mind when packing food for school. Students must not share food to minimise the risk of allergic reactions.
- Students are to bring a water bottle, brain food, recess snacks and lunch each day.
- Brain food snacks are to be either fruit or vegetables. Brain food breaks are quick breaks therefore food must be cut or peeled.
- Students are encouraged to bring "nude food" (food without excess packaging) to reduce the amount of rubbish.
- Year 5 students can purchase a school lunch order through the canteen on Fridays (Canteen Price Lists are
  available on the school website or from the noticeboard at the front entrance). All students will be able to purchase
  icy poles, Moosies, chips and biscuits from the canteen during Tuesday and Friday lunchtimes.

## **Birthday Treats and Invitations**

- Due to allergies, we encourage non-food birthday treats as much as possible.
- Lollipops or lollies are acceptable treats.
- We ask families to be mindful of non-invited students when distributing birthday invitations.

## **Children's Toys and Electronic Devices**

- Any toys brought from home must be clearly labelled.
- Expensive/precious toys or toys that evoke violent behaviour e.g toy guns are not permitted at school. The school will not take responsibility for lost or damaged items.
- iPads/tablets or similar electronic devices are not permitted at school, unless requested by a teacher
- Personal mobile phones must be handed into the office as soon as students arrive at school, students can collect their phone at the end of the day.

#### **Home Learning**

• Reading: 20 mins 4 times a week

- Maths: 10 mins 4 times a week
- Utilize Words their Way Sorts and spelling activities: 3 times a week 5 mins

#### **Diaries/Communication Folders**

Year 5 students are provided with a school diary and diary cover.

- Diaries must be kept in the students' school bags as they are required at school each day.
- Parents are asked to sign their child's diary once a week.
- Diaries will be checked and signed by the teacher on a weekly basis.
- Diaries will also be used for communication purposes between home and school.
- Students are asked to record their homework and important events in their diaries. Children to record what they
  read each night ie. name of book and page numbers. The maths will be recorded either online or in their maths
  homework book.
- Diary covers must be looked after, students will reuse the covers through to Year 5.

## **Specialist Classes**

5NS will attend specialist classes as follows:

Tuesday	Thursday
Science with Tran Bernard Visual Arts with Karen Doody Italian with Sandra Fazio	Performing Arts with Mark Fitzell PE with Elena Beslis

5TS will attend specialist classes as follows:

Tuesday	Thursday
Performing Arts with Mark Fitzell Italian with Sandra Fazio PE with Elena Beslis	Visual Arts with Karen Doody Science with Tran Bernard

#### Library

We strongly encourage children to borrow books from the school library. We are also happy for them to bring books from home for use in class.

- Both classes will attend the library on Thursdays.
- Students can borrow a maximum of two library books.
- All students are required to have a library bag in order to borrow books.
- Library books can be returned to the library return box (located in the corridor outside the office) prior to their library day.

#### Absence from School

- It is required of parents/guardians to provide the school with written notification explaining their child's absence from school. This can be in email form prior to an expected absence or before 9am on the day of the absence.
- Students arriving late or being collected early from school must be signed in or out on the iPad at the front office.

#### Medical

If your child suffers a medical condition (asthma, anaphylaxis etc,) you will need to provide the following on the first day of school:

For the classroom:

- Your child's current Medical Action Plan (with photo),
- All medication listed on the plan with your child's name and expiry date clearly labelled.

For the office:

• An additional copy of your child's Medical Action plan.

During the school year if your child requires medication while at school, please visit the office to complete a medication

authorisation form which gives permission for office staff to administer the medication.

## **Sports Colours**

- Students will participate in sport days throughout the year such as Athletics and Swimming Carnivals.
- Please note that your child will remain in the same sport colour from Prep to Year 6.

## **Termly Overviews**

• At the beginning of each Term, an overview will be sent out to outline each learning area, set dates and reminders.

#### **NAPLAN**

 Students will participate in NAPLAN testing for Reading, Writing, Grammar and Punctuation, Spelling and Numeracy during the month of May.

## Camp

February 12th - 14th: 3 day camp, all students are expected to attend. The camp provides a variety of activities, many of which focus on team building and the development of socialisation skills. At this stage of the year, both will help to lay a foundation for a wonderful year in your child's class.

#### **Contact Details**

Tricia Spina: tspina@sjbniddrie.catholic.edu.au
Naomi Scott: nscott@sjbniddrie.catholic.edu.au
Alicia Sullivan: asullivan@sjbniddrie.catholic.edu.au

# Year 6 2020

#### **Teachers**

Welcome to Year 6 for 2020. The Year 6 teachers for 2020 are Julia Gribble 6JG and Sue Carey and Libby Jolley working in partnership in 6SC. Tracey Brennan and Grace Diamandis will be working with the year level as Learning Support Staff. We look forward to working with you in partnership to make 2020 an engaging and rewarding year.

## **Classroom Supplies Needed**

- The school will provide all the books required for the year.
- Basic stationery will be supplied for all students. Students are welcome to bring their personal stationery in a pencil small pencil case.
- It would be greatly appreciated if each student could supply two boxes of tissues for the year.

## Labelling

- All student property must be clearly labelled, this includes uniform items, lunch boxes, school bags, library bags etc.
- Lost property items are housed in the corridor outside the office.

## **Uniform & Personal Presentation**

- Students are required to wear the correct school uniform at all times.
- If students are out of uniform they must provide a note to their teacher explaining why they are out of uniform and when they expect to be in the correct uniform again.
- 6SC students are to wear their sports uniform on Tuesdays and Fridays.
- 6JG students are to wear their sports uniform on Thursdays and Fridays.
- Year 6 windcheaters are ordered in Term 1 and may be worn with the sports uniform.
- On whole school sports days such as athletics and swimming carnivals, students are required to wear their sports uniform. They may substitute their school t-shirt for a t-shirt the colour of their sporting house.
- Summer uniform is to be worn Terms 1 and 4. Winter uniform is to be worn Terms 2 and 3. In the case of extreme weather suitable uniform may be worn. Any time the summer uniform is worn the children must wear their hat.
- Shoulder length hair must be tied back, ribbons or bows must be school colours (navy/sky blue or white).
- No nail polish or makeup is to be worn to school.
- Sleepers or studs only in ears, the only other acceptable jewellery must have a religious significance. other jewellery
  or necklaces are banned.
- Sunscreen is available in the classroom, students can bring their own if preferred, it's the child's responsibility to apply the sunscreen.

#### **Lunch and Snacks**

- We have a number of students in the school with allergies (anaphylaxis), we ask students not to share food to minimise the risk of allergic reactions.
- Students are to bring a water bottle, brain food, recess snacks and lunch each day
- Brain food snacks are to be either fruit or vegetables. Brain food breaks are quick breaks therefore food must be cut or peeled
- Students are encouraged to bring "nude food" (food without excess packaging) to reduce the amount of rubbish.
- Year 6 students can purchase a school lunch order through the canteen on Fridays (Canteen Price Lists are available on the school website or from the noticeboard at the front entrance). All students will be able to purchase icy poles, Moosies, chips and biscuits from the canteen during Tuesday and Friday lunchtimes.

#### **Electronic Devices**

• If students bring mobile phones to school they **must** be checked in at the office before the start of the day and collected at the end of the day. Teachers take no responsibility for damage or loss of devices. We do not promote the use of social media in Year 6.

#### **Home Learning**

- Reading: 20 mins 5 times a week
- Maths: 10 mins 5 times a week
- Smart spelling activities: 3 times a week 5 mins
- Home learning tasks are goal based and relevant to units of work in the classroom. It is the students' responsibility to submit their homework on the day required by the teacher. On occasions students may be required to complete unfinished class work at home. There will be consequences for incomplete homework

#### **Diaries/Communication Folders**

Year 6 students are provided with a school diary and diary cover.

- Diaries must be kept in the students' school bags as they are required at school each day.
- Parents are asked to sign their child's diary each week.
- Diaries will be checked and signed by the teacher on a weekly basis.
- Diaries will also be used for communication purposes between home and school.
- Students are asked to record their nightly reading, homework and important events in their diaries.

## **Specialist Classes**

6SC will attend specialist classes as follows:

Tuesday	Wednesday
Performing Arts with Mark Fitzell PE with Elena Beslis Italian with Sandra Fazio	Visual Arts with Karen Doody Science with Tran Bernard

6JG will attend specialist classes as follows:

Tuesday	Thursday
Italian with Sandra Fazio Science with Tran Bernard Visual Arts with Karen Doody	Performing Arts with Mark Fitzell PE with Libby Elena Beslis

#### Library

- Year 6 will attend the library each week on Tue and are encouraged to borrow.
- Students can borrow a maximum of two library books.
- All students are required to have a library bag in order to borrow books.
- Library books can be returned to the library return box (located in the corridor outside the office) prior to their library day.

## **Absence from School**

- It is required of parents/guardians to provide the school with written notification explaining their child's absence from school. This can be in email form prior to an expected absence or before 9am on the day of the absence.
- Students arriving late or being collected early from school must be signed in or out on the iPad at the front office.

#### **Buddies**

- All Grade 6 students are allocated a Prep Buddy.
- Throughout the year the Grade 6s will work with their buddies on a variety of tasks.
- Please do not buy any gifts for prep buddies, the students will have opportunities to make cards and gifts at school.
- Prep/Grade 6 Buddy night occurs early in Term 1 for families to enjoy a picnic atmosphere and to get to know each other.

#### Medical

If your child suffers a medical condition (asthma, anaphylaxis etc,) you will need to provide the following on the first day of school:

For the classroom:

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For the office:

An additional copy of your child's Medical Action plan.

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## **Sports Colours**

- Students will participate in sports days throughout the year such as Athletics and Swimming Carnivals.
- Please note that your child will remain in the same sport colour from Prep to Year 6.

## **Termly Overviews**

At the beginning of each Term, an overview will be sent out to outline each learning area, set dates and reminders.

#### Confirmation:

Year 6 Sacramental Family Evening Meeting: Tuesday 19th May 7pm

Student Retreat Day: TBA

Sacrament Date: Saturday 25th July 12:30pm, 3:00pm

Dress: Tidy casual.

## Camp

12th - 14th February 2020: 3 day camp, all students are expected to attend. The camp provides a variety of activities, many of which focus on team building and the development of socialisation skills. At this stage of the year, both will help to lay a foundation for a wonderful year in your child's class.

#### Arcadia

• Year 6 students have the opportunity to visit Arcadia Aged Care Facility in Keilor Rd on a Thursday afternoon, at least once throughout the year. The students are driven to and from Keilor Rd by a Learning Support Staff member. They will participate in a range of activities with the residents.

## Year 6 Interschool Sport

Every Friday Grade 6 students will represent SJB in a team sport against other schools in our zone.

Term 1 - Basketball, T-Ball, Hot shots Tennis.

Term 2 - Football, Volleyball, Netball.

#### **Contact Details**

Sue Carey <u>scarey@sjbniddrie.catholic.edu.au</u>
Libby Jolley <u>ljolley@sjbniddrie.catholic.edu.au</u>
Julia Gribble jgribble@sjbniddrie.catholic.edu.au

# **Visual Art**

Visual Arts teacher - Mrs Karen Doody - kdoody@sjbniddrie.catholic.edu.au

Days at school: Tuesday, Wednesday and Thursday.

Each fortnight there will be an 80 minute art lesson for each child Prep to Year 6.

In Visual Art, students have many exciting opportunities to explore the world around them, record what they see and how they feel. They will progressively develop their skills in drawing, painting, collage, printmaking, sculpture, construction and textiles. Visual art is integrated into the inquiry units of each year level (where appropriate) and enriches the children's

understandings of topics being explored in their classrooms.

The understandings of the elements - colour, form, line, shape, space and texture are all investigated through creating works of art and exposure to a wide variety of famous artists, both contemporary and the great masters.

In Visual Art, children learn to take risks, make mistakes, get messy, create with their hands, problem solve with their peers and have lots of fun!

NB: An art smock or shirt is **not** required. There is a class set of shirts in the art room.





# **Performing/Media Arts**

The Performing/Media Arts Teacher is Mr. Mark Fitzell

Days at school: Tuesday, Wednesday, Thursday

Performing/Media Arts includes the subject areas of Music, Dance, Drama & Media Studies.

In Prep to Grade 2 the focus over the year is on Music, Dance & Drama. In Grades 3, 4, 5 & 6 the focus is on Drama & Media Arts.

In Music the children develop a repertoire of children's songs and popular songs, learn about beat and rhythm, learn about instruments and the Orchestra and learn to read basic music notation.

In Dance the children are involved in tasks that require them to use appropriate movement in response to different rhythmic patterns, tempos and accents. They developed physical skills through learning dance patterns and group formations and learn a number of simple folk dances.

In Drama the children participate in activities that enable them to re-enact and improvise situations which draw on their imagination and their personal experiences. They use dramatic forms such as mime, drama games, improvisation and script to find a range of ways to express their ideas and feelings. And they experiment with materials such as costumes, props and sound effects to communicate meaning.

In Media Arts the children focus on film & video and are involved in the creation of a 1 minute film that will be entered into the Australian Teachers Of Media national short film competition.

An after school music program is run by Creative Music For Schools. They offer Keyboard & Guitar lessons on a Monday and Tuesday after school from 3:40 to 5.30.

For more information contact Phone: 9818 2333 Website: www.creativemusic.com.au There is also a Dance Club that operates during lunchtime on Wednesdays in the Parish Hall For more information contact Wendy 0423622542



## Science

Science teacher: Mrs Tran Bernard tbernard@sjbniddrie.catholic.edu.au

Days at school: Tuesday, Wednesday, Thursday

Each fortnight there will be one 80 minute science session for Prep to Year 6.

In Science lessons, students participate in a variety of activities and projects. Many of these activities are hands-on and encourage the students to be observers of the world and its properties. Once a year, we have a Family Science Night, where everyone, including parents, can have fun and participate in experiments and activities.

In Prep to Year 2, the curriculum focus is on awareness of self and the local world. Students observe changes that can be large or small and happen quickly or slowly. They explore the properties of familiar objects and phenomena, identifying similarities and differences.

In Years 3 to 6, the emphasis is on recognising questions that can be investigated scientifically and undertaking investigations. These investigations are usually done in groups and at the end of a unit students present their projects to the rest of the class.



# **Language Other Than English - Italian**

"You can't
make your
child speak
a language.
However you
can set the
stage so they
will want to
speak it"

The Bilingual Edge

Italian Teachers- Signora Sandra Fazio and Signora Adriana Bonacci

Sandra Fazio sfazio@sjbniddrie.catholic.edu.au

Days at school - Tuesday and Friday

Adriana Bonacci

abonacci@sjbniddrie.catholic.edu.au

Days at school- Tuesday, Wednesday and Friday

Each week there will be one 40 minute Italian session for Prep to Year 6.

At SJB we aim to go beyond giving students an introduction to the Italian language and rather to inspire in them a love of language learning. In the junior years, there is a focus on language immersion through songs, stories, games and role play. From Years 3-6, the expectation shifts to students using the language effectively in conversations. The ALL (Autonomous Language Learners) Approach encourages students to use Italian in purposeful and shared experiences to interact enthusiastically and confidently in class.





Throughout all year levels students will be exposed to:

- Intentional Gesture Teaching:

Children will learn to use gestures to depict meaning which aids comprehension, retention and vocabulary recall.

- Grammatical Rules:

Through an organic process, grammatical rules and sentence structure will be taught in context to the learning experiences.

-Using the Language:

Students are encouraged to interact in class using everyday expressions and greetings in Italian. They will engage in various activities in Italian such as games, songs and discussions. They will have the opportunity to compose and perform small role-plays in Italian. This encourages their

confidence in writing and speaking in Italian.

-Italian Culture and Traditions:

Students have the opportunity to participate in special cultural experiences such as Italian cooking days and a biannual Italian Day. Students are given an insight into the Italian culture by exploring famous Italian landmarks, festive traditions during Easter and Christmas and traditional foods.

# **Physical Education**

Physical Education Teacher: Elena Beslis <a href="mailto:ebeslis@sjbniddrie.catholic.edu.au">ebeslis@sjbniddrie.catholic.edu.au</a>

Days at school: Tuesday - Friday

Physical Education at St John Bosco's is focused on skills and enjoyment to encourage lifelong physical activity participation. Students are taught fundamental movement skills and concepts to allow them to confidently participate in a range of games and sports. During lessons, students use a wide variety of equipment to help develop gross and fine motor skills. Teamwork and cooperation is a large part of all P.E. lessons which helps the students build confidence and resilience. Activities in lessons range from individual skill practise, partner and small group to larger whole class activities to allow for maximum student participation.

All students will participate in one 40 minute session of Physical Education each week.

#### Opportunities for participation

- Whole school athletics carnival
- Whole school swimming carnival
- Cross country team Grades 4 6
- Soccer team Grade 5 6
- Football team Grade 5 6
- Interschool sport Grade 6 (Term 1: Hot Shots Tennis, T-ball, Basketball Term 2: Football, Netball, Volleyball)
- An intensive swimming lesson program.

#### **Uniform Policy and Basic Expectations**

Students must be in their P.E uniform on their specified P.E. day. During terms 1 and 4, students must wear a hat and bring a drink bottle.

We understand that there may be times during the year where your child is unable to participate in lessons due to illness or injury, if this is the case please provide a note outlining the reasons.



