



SCHOOL INFORMATION 2020



PHILOSOPHY:

- St. Joseph's School is committed to the development of the whole person; the spiritual, emotional, intellectual and social development.
- It is modelled on Christ for He is the one who inspires and gives meaning to our lives.
- Christ and His teachings, as proposed in the Gospels and the values learned are the foundation of life and all learning in a Catholic School.
- The gospel values on which we base our school are:

Faith

Reverence, Respect and Dignity

Truth/Honesty

Learning and Excellence

Witness and Commitment

Love and Care

Community

- Thus, our school aims to equip all children with the particular qualities, which will enable them to live in Christ and grow towards nurturing a Faith Community. It is from here that they will become active contributors to their community.



Feast of St Mary MacKillop

Child Safe Commitment Statement

All students enrolled have, and any child visiting has a right to feel safe and be safe.

The wellbeing of children in our care will always be our first priority and we have zero tolerance to child abuse. We aim to create a child safe and child friendly environment where children feel safe and are free to enjoy life to the full without any impediments for their safety.

St Joseph's School commits to providing a safe and nurturing culture for all children and young people in our school through:

- Upholding the primacy of the safety and wellbeing of children and young people;
- Empowering families, children, young people and staff to have a voice and raise concerns;
- Implementing rigorous risk management and employment practices .

Cynthia Maiden has been appointed as the Child Safety Officer with specific responsibility for responding to any complaints made by staff, volunteers, parents or students in relation to Child Safety.



ST. JOSEPH'S PRIMARY SCHOOL

33 LASCELLES STREET (PO Box 186)

HOPETOUN VIC 3396

PHONE: 03 5083 3296

FAX: 03 5083 3192

Email: principal@sjhopetoun.catholic.edu.au

GOVERNING AUTHORITY

: Rev. Mon. Glynn Murphy

SCHOOL PRINCIPAL

: Miss Cynthia Maiden (F-2)

STAFF

: Mrs Donna Horman -part time (Gr 3-6)

: Mrs Lisa Jochinke –part time (Gr 3-6)

: Miss Mikala Roberts –part time (F-2)

: Mrs Aileen Hofmaier - Music

: Mrs Julie Grace – Administration Officer

: Mrs Janelle James –Learning Support Officer

: Mrs Wendy Gunn-Duff –Learning Support Officer

COMMENCEMENT OF SCHOOL

Advance enrolment is required and an Immunization Certificate must be provided when enrolling your child.

The teaching staff resumes duty on

Tuesday 28th January 2020

Classes commence

Wednesday 29th January 2020

TERM DATES

Term 1: Tuesday 28th January

– Friday 10th April (inc)

Term 2: Tuesday 14th April

- Friday 26th June (inc)

Term 3: Monday 13th July

- Friday 18th September (inc)

Term 4: Monday 5th October

- Friday 18th December (inc)

SCHOOL HOURS

8.50am - 11.00am

RECESS (11.00am - 11.30am)

11.30am - 1.00pm

LUNCH (1.00pm – 1.45pm)

1.45pm - 3.10pm

OFFICE HOURS

Monday: 8.30am –4:00pm

Tuesday: 8.30am –4:00pm

Wednesday: 8.30am –4:00pm

Thursday: 8.30am - 4.00pm

Friday: 8.30am-4:00pm



FOUNDATION TIMETABLE

Foundation children **do not attend** school on a **Wednesday** during the Daylight Saving period. This helps them settle into the school routine gradually.



FEES AND LEVIES

- : School fees for 2020 are \$860.00 per family:
- : Levies - \$220.00 per child - this covers provision of materials used in all curriculum areas in the school.

ASSESSMENT AND PROGRESS REPORTS

In order to provide parents with accurate information about their child's performance and progress in school, reports are distributed twice a year.

It is our responsibility to convey information that provides an accurate and true picture of your child's progress.

It is our intention that each teacher will communicate with each parent during the year.

However, the education of your child is a partnership and hence, also your responsibility to contact the teacher if you have any concerns which may affect your child's learning.

TERM 1:	Interviews
TERM 2:	Report distribution
TERM 3:	Interviews
TERM 4:	Report distribution

ATTENDANCE

Pupils are expected to be punctual and regular in attendance. In the case of unexplained absences, parents will be contacted by 10am on the day of absence. Alternatively these can be emailed to admin@sjhopetoun.catholic.edu.au

Dental or Medical appointments should not be made during school hours unless unavoidable.

CONVEYANCE ALLOWANCE

For those living more than 4.8km from the nearest bus route and who provide their own transport to the bus, a conveyance allowance may be claimed. Contact the school regarding this allowance.

SCHOOL BUSES

Your home must be 4.8km or more from the school to use the bus service. Advance permission must be obtained for children wishing to travel to school by bus.

Only under special circumstances are students permitted to travel on an alternative bus. A note outlining the circumstances and signed by a parent must be brought to school. The same procedure applies to town students wishing to travel on any of the buses.

UNIFORM:

Please note that the school uniform orders are placed through the school.

	GIRLS	BOYS
SUMMER	Dress: Navy and white check Shirt: White polo shirt Shorts: Navy (not basketball shorts) Socks: White (plain) Shoes: Black school shoes or brown school sandals	Shirt: Light Blue polo shirt Shorts: Grey Socks: Grey (plain) Shoes: Black school shoes or brown school sandals
WINTER	Long pants: Navy blue Shirt: White long sleeved Jacket: Navy blue Vests: Navy blue Scarf: Navy blue Socks: White (plain) Shoes: Black school shoes	Shirt: Light Blue long sleeved Pants: Grey trousers Jacket: Navy blue Vests: Navy blue Scarf: Navy blue Socks: Grey (plain) Shoes: Black school shoes
SPORT	Shirt: White polo shirt Shorts: Navy blue basketball shorts Socks: White (plain) Shoes: Sneakers Pants: Navy Blue Tracksuit	Shirt: White polo shirt Shorts: Navy blue basketball shorts Socks: White (plain) Shoes: Sneakers Pants: Navy Blue Tracksuit

All clothing/possessions must be clearly marked with student's name.

SCHOOL BAGS are available for sale from the school.

HATS are given to each student when they start school. A new one can be purchased from school should another be required.

ART SMOCKS are required (an old shirt is quite adequate).

JEWELLERY - earrings (studs or sleepers), a watch, a gold or silver chain (pendant not to be too large or chunky).

NAIL POLISH is not to be worn.

HAIR ACCESSORIES – Plain navy blue or white only.

NAVY SCARVES can be purchased through the office for winter.

RASHIES are needed for swimming.

NEWSLETTER & NOTICES

A school newsletter will be sent home weekly on Wednesdays and is also on our website: www.sjhopetoun.catholic.edu.au It is our practice to send home both the school newsletter and notices with the eldest child in the family.

These notices concern school functions, meetings etc.

Accounts, details of excursions and sporting events are also circulated in this manner.

Individual letters to parents are sent out when necessary, so it is advisable to check with your child each night.

BANKING

Commonwealth Bank, Hopetoun offers the school their banking service. Application forms are available at the school office upon request. Bank day is each Tuesday.

LUNCH ORDERS

Children can purchase their lunches on Tuesday, Wednesday and Friday. Lunches are supplied by the Bow Bakery.

Price lists are sent out at the commencement of the year and any price changes are notified throughout the year.

Children are asked to have their lunch order written out clearly outlining their name, order and money. This should be placed in the lunch order basket. The correct money is necessary for lunch orders.

There is a fridge, microwave and pie warmer available for the children's use.



STUDENT WELFARE

At St. Joseph's we endeavour to cater for the welfare of all children. Children and parents are given special assistance from outside agencies if necessary and requested eg. Speech Pathologists, Psychologist and Catholic Welfare Consultants.

The School caters for Students with Disabilities based on Catholic Education Office funding and school based funding.

eSMART

St Joseph's School is a registered eSmart school. An eSmart school is a school where the smart, safe and responsible use of information and communications technology is a cultural norm. Students, teachers and the wider school community are equipped to embrace the best these technologies can offer, while being savvy about the pitfalls.

SWIMMING

Swimming is conducted at the beginning of each year. ***Students are required to wear a rashie for swimming.***

LIBRARY

The Library has an extensive collection of material that is available for children to read and borrow.

Children can borrow books on a weekly basis to enhance their home reading and research. All children need to have a suitable bag to protect books. A library bag is provided to students when they begin school and is expected to be used for borrowing throughout their school years. Home reading books are changed daily in the library for Foundation to Grade 2 students and as required for students in Grades 3 – 6.

Special activities are organised each year to coincide with Book Week.

Scholastic Book Club is organised and operates in the school and provides further interest in reading and books.

HEALTH & SAFETY

Every effort is made to maintain safety within the school however, in the event of an accident, injury or illness, the parent or emergency contact person will be called. It is therefore, imperative that the Emergency Medical Information is up to date.

It is expected that no child will be in attendance while suffering from an infectious disease – vomiting, diarrhoea etc.

It is advisable that families are members of the Ambulance Service, as the school is not responsible for costs incurred if the ambulance needs to be called.

The School Nurse attends to the medical examination of all children in their Foundation year. Other children will see the nurse if the teacher and parent wish a referral to be organized.

PARENT INVOLVEMENT

By the very nature of our school, community and parent involvement is implicit in its existence. Catholic schools in rural areas grew historically from the expressed needs and involvement of parents.

Parent involvement is a distinctive feature of St. Joseph's School and we encourage your involvement. All parents who help in the school are required to hold a Working With Children's Check and commit to the St Joseph's School Code of Conduct for working with children.

There are numerous ways in which parents can become a vital part of life at St. Joseph's:





1. SCHOOL ADVISORY COUNCIL

The Advisory Council takes on the advisory role to the Canonical Administrator and School Principal. The Advisory Council also has a treasurer to oversee and manage the financial side of things e.g. fundraising, paying bills associated with catering etc. The Council meets the third Tuesday of every month.

Working groups from the school community are then set up when needed. For example, a working group may be set up to run a fundraising event. The working group plans and conducts this event and when it is over that particular working group has finished their job. Another working group might be set up to run a working bee, for example. Again, when the working bee is over, the group is disbanded.

Each working group needs to liaise with the School Council Liaison person to ensure the Council is kept informed of the progress of the working group.

2. CLASSROOM ACTIVITIES

Parents are welcome at all times to become part of the day to day running of the classroom via reading, writing, Mass, liturgies and excursions. All parents involved in these activities must hold a Working With Children Check and commit to the St Joseph's School Code of Conduct for working with children.

3. CLEANING / MAINTENANCE ROSTERS

Parents are encouraged to participate in maintaining the school grounds and buildings through participation at the Working Bee at the start of the school year and the grounds roster throughout the year.

PARENTS AT ST. JOSEPH'S

With parents being the most powerful educational influence in the life of the child, much of the child's value system is derived from this influence.

- We believe it a great advantage that faith development and prayer life can be fostered both at home and at school. The child who sees that faith is important in its family life will see the school as supporting what its parents hold as important. Religious education at school is most effective when supported by a positive attitude to faith in the home.
- We therefore see the need to involve parents in our school, so that home and school may be truly complimentary influences in the child's development.
- We encourage parents in our curricular activities. We inform them of the need we see for changes and new directions, explain proposed changes, ask for their reactions and inform them of our progress.
- By sending home children's work, we let parents see the day to day activities of their child and see how he/she is coping. We enlist their aid if the child requires extra assistance; we give oral reports during the year, and conduct formal interviews and present written reports at both midyear and December.
- We value the work done for the school by parents and take care of the amenities and resources that they provide.

- If difficulties, misunderstandings or differences arise we endeavour to work these out between parent/teacher/student and parent/Principal/student.
- We respect the child's home environment and we expect in return, that the school environment and rules will also be respected and upheld.

KEY LEARNING AREAS OVERVIEW

RELIGIOUS EDUCATION

In our Religious Education Program we help the children develop a conscious, loving relationship with God our Father, in Jesus Christ through the Holy Spirit.

The topics studied centre around:

- Awareness of God in
- Self
 - Others
 - Our Faith Community

CURRICULUM

The General Curriculum available at St. Joseph's is determined by these considerations:

1. Catholic Education Office, which establishes the guidelines for Religious Education and provides a comprehensive and overall view of the more recent advances in education.
2. Australian Curriculum, which determine the basic Key Learning Areas and provide an outcomes based framework for teaching and learning.
3. Local Needs, which are pertinent to the education of your child in the Hopetoun area.


As a Catholic School we are committed to;

- educating children in the Catholic faith
- bringing them the Gospel message of Jesus
- helping them know and trust in a God who loves them
- providing an atmosphere where their developing faith can be nurtured and strengthened
- supporting parents who have chosen a Catholic education for their children as a reinforcement of family beliefs and practices

Hence we have:

- our Religious Education classes
- our daily prayer
- celebration of special events
- regular participation in the Eucharist
- support of Sacramental programs in conjunction with the Parish





Just as we involve parents in other areas of the curriculum, we involve parents in our Religious Education program:

- by inviting parents to be part of our school celebrations
- by conducting parent information evenings to explain Sacramental programs
- by informing them of special Parish events and celebrations
- by encouraging them to be part of the St. Joseph's Parish community

Our Christianity is not confined to the formal Religious Education classes and practices. It governs the way we act as a school community, and how we relate to each other. In all things, we strive to grow as a community living out the gospel message of faith, hope, love and justice.

SACRAMENTAL EDUCATION

Children of the Catholic Faith during their primary school years are initiated into the church through the Sacraments of Confirmation and Eucharist. They also receive the Sacrament of Reconciliation. Parents are expected to attend a Parish Sacramental Program with their child as they prepare for the Sacraments.

Non Catholic children at the same grade level provide valuable support and input to the Sacramental preparation of their classmates and are encouraged to be part of the Celebrations.

MATHEMATICS

The program is based on the Australian Curriculum, offering clear and concise guidelines for developing proficiency with number facts, written algorithms, mental calculations, and estimations.

Children must find mathematics enjoyable, so that they want to learn and will become proficient enough to apply their knowledge to everyday situations. Through our Mathematics program all students experience success and challenge. Tasks selected are accessible at a range of levels. One activity could have many different related outcomes depending on prior knowledge and experience of students.

Regular interaction of students with different learning styles and experiences enriches the mathematics program for all, allowing the valuing of difference and the sharing of strategies. The program includes activities that use a variety of learning styles and encourage different forms of reporting results.




QUICKSMART NUMERACY

Quicksmart Numeracy is offered for students in Grades 4/5/6 who need extra assistance with developing their Numeracy skills and computation speed.

ENGLISH

The program is based on the Australian Curriculum. This offers carefully planned and taught activities that cater for the learning needs of the children. This program ensures that the children can read and write to a high standard.



English learning takes place through interactions in meaningful events, rather than through isolated language activities. A daily two-hour literacy block enables teachers to plan programs that build on children's existing knowledge and extend this natural learning process.

We provide contexts for learning that enable children to develop control over written language and enjoy using it, so that they can interact effectively in a literate society.

Our program is one in which reading, writing, speaking and listening are integrated in a supportive and stimulating environment in which independent and reflective critical thinking is fostered.

MINILIT, MULTILIT & SPELD

Reading programs titled MiniLit, MultiLit and SPELD can be put in place for those students needing extra assistance with developing their reading skills. Grades 1 & 2 students undertake MiniLit whilst Grades 3-6 students needing extra assistance in reading undertake the Multilit (Making Up Lost Time in Literacy) or SPELD program.

HUMANITIES (Economics, Geography, History)

The Australian Curriculum provides the key learning areas to be covered from Foundation to Grade Six. Humanities provides a framework for the development of students' knowledge and understanding of Australian society, societies in other countries, local and global environments and the interaction of people with the environment.

SCIENCE, DESIGN, CREATIVITY & TECHNOLOGY

The Australian Curriculum provides the key learning areas to be taught from Foundation to Grade Six in Science and Design, Creativity and Technology. Work in this area covers science knowledge and understanding, investigating and designing, producing, analysing and evaluating.



HEALTH AND PHYSICAL EDUCATION

Health Education:

Covers a variety of health issues. It focuses on the body, people, food, nutrition, and health of individuals, communities and populations. It also incorporates personal safety and hygiene. The health program uses a variety of current resources in order to provide effective learning experiences for children.

Nude Food Day: St Joseph's School promotes Nude Food Day every Thursday. Nude Food Day is all about promoting the nude food message in schools, which is healthy bodies + a healthy planet. Nude Food Day is an initiative developed to encourage kids to eat well and live well, and eliminate all unnecessary packaging and wrapping that comes to

school. Essentially, kids bring their food nude! That means without packaging. This will reduce the amount of rubbish that goes into the bins, that goes into the ground, that pollutes our planet. Package free foods are often healthier options, such as a piece of fruit or carrot or celery sticks.

Physical Education:

Is planned to meet the needs of children from Foundation – Grade 6. All activities are sequentially planned and are aimed to help the children of varying physical and mental abilities to acquire skills that are necessary for performing in games and dance, ball handling, athletics, and swimming.



St. Joseph's students participate in inter-school activities organised by the Southern Mallee Lakes District and the Little Desert Zone.

VISUAL ARTS

The art and craft program gives the children the opportunity to explore a wide range of artistic experiences through the mediums of drawing, collage, modelling, construction, painting, craft, etc. The children are given a chance to view and appreciate their own and others work.

PERFORMING ARTS

Incorporates Music, Dance and Drama, sometimes taught as individual subjects and sometimes in an integrated approach. Students learn ways of experiencing, developing, representing and understanding ideas, emotions, values and cultural beliefs. Study in the Performing Arts engages students as makers or producers, performers or presenters, audience members, critics and art theorists.

Music is largely based on Themes, Community Events and Religious Celebrations. Music involves singing, speech rhymes, percussion playing, movement and listening at all levels. Students in Grades 3 to 6 participate in Instrumental Music lessons. Foundation –Grade 2 students focus on singing, movement and percussion.

Drama enables students to create through improvisation, role-playing, characterisation and scripts.



St. Joseph's joins with other schools in our rural network to attend cultural performances.

INFORMATION AND COMMUNICATIONS TECHNOLOGY

St. Joseph's is a part of the VPN (Virtual Private Network) which links all Catholic Schools in Victoria. This links us to the internet and other information sources. There are 5 laptops, 3 tablets, 5 iPads and an interactive whiteboard in each classroom. Students are timetabled to have regular access to computer usage. Wireless internet access allows the children to tap into the wider world. A variety of software is available in each classroom to enhance students' learning.

LANGUAGES

The language provision in the school is Chinese (Mandarin). Students from Foundation – 6 participate in Languages classes provided by My Chinese Teacher, via video conferencing with a teacher from Beijing.

DISCIPLINE & RULES

At St. Joseph's all staff and students discuss the rights of the child and the inherent responsibilities that accompany these rights. As people at St. Joseph's we have –

- the right to learn and become the best that we can be;
- the right to be heard, to express ourselves and also be free to “tell our side of the story”;
- the right to be safe at all times without interference from others.

Should any of these rights be abused by another, the teachers act as intermediaries, to ensure that the situation is not only remedied but that it will not become a regular occurrence. Teachers are empowered to deal with such situations, mindful of the values impressed within the Gospels.

Should a situation arise which requires the Principal to discipline a child, the use of timeout detention and notification to parents will occur.

Should parents have concerns about their child's behaviour, they are free to discuss the matter with the respective teacher or the Principal. Likewise, if staff have concerns they will in turn, contact the parents to ensure that the development of the child isn't hindered.





Mother's Day Liturgy



Ration Challenge

Grandparents & Special Friends Day



Grade 5/6 Camp to Ballarat



St Mary MacKillop prayer service



Tree Planting



Vision Statement

St. Joseph's School is an inclusive community of faith and learning with Christ at its centre. It will educate its students to be of service to society in the Catholic tradition of love, faith and hope.

Mission Statement

As a Christ centred school we celebrate our Catholic beliefs, values, practices and traditions. As an educational institution we:

- Will support the development of the whole person.
- Will provide a comprehensive curriculum, which challenges all students in their pursuit of success.
- Will cater for the varied learning styles and needs of our students.
- Will provide a physical and online environment that is happy, safe and welcoming.
- Will respect the dignity of the individual and value the participation and contribution of all.
- Will work in partnership with parents, the parish and the wider community.
- Will encourage our students to make a difference in the local, national and global communities in which they live.