



ST JOSEPH'S PRIMARY SCHOOL



2022

WELCOME

St Joseph's Primary School
544 Balcombe Road
Black Rock 3193

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Principal

Mr. Liam Buckley

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www.facebook.com/stjosephsblackrock/

Dear Parents

St Joseph's is a small, dynamic Catholic school offering a 21st Century learning environment.

Today, children are facing a society that is constantly challenging and changing. In our smallness we are able to know each child and give them the individual skills needed for them to face the world tomorrow.

Your child will be educated and nourished in the faith and tradition of the Catholic Church, from Foundation to Grade 6. Pastoral Care of your child is at our centre and is based on our core Catholic values and qualities that embody the spirit of St Joseph's.

St Joseph's School Vision and Mission Statements highlight our belief that education is more than the traditional subject learning areas. It recognises the importance of developing the independence and self-confidence of your child so that they are encouraged to discover their true potential in all aspects of life and learning.

We develop the knowledge, capability and confidence of your child. Together we can inspire your child to shine at school and beyond.

Peace and best wishes,

Liam Buckley

Principal

SCHOOL HOURS

8:30am	School opens
9:00 - 9:05	Morning Prayer
9:05 - 11:00	Learning Block
11:00 - Noon	Lunch
12:00 - 2:00	Learning Block
2:00 - 2:30	Recess
2:30 - 3:30	Learning Block
3:30pm	Dismissal

TERM DATES 2022

Term 1

Jan 28th	Office opens
Jan 31st	Students commence
Apr 18th	Term ends

Term 2

Apr 26th	Students return
Jun 24th	Term ends

Term 3

Jul 11th	Students return
Sep 16th	Term ends

Term 4

Oct 3rd	Students return
Dec 20th	School year ends

MISSION STATEMENT

To foster a learning and teaching community through the integration of faith, life and culture.

To develop an understanding of the Catholic faith, to know Jesus in scripture and to be witnesses to His Mission in our day to day lives.

To serve the Church community and maintain a distinctive Catholic educational environment.

To promote justice and provide pastoral care for all concerned.

ST JOSEPH'S VISION

In light of the Gospel values we aim to further develop:

Active and informed citizens who are confident and creative individuals, motivated to achieve their full potential.

Innovative, resourceful problem solvers who have a passion and love of learning and act with moral and ethical integrity.

A personalised curriculum, that is inclusive, challenging and inspires students to pursue excellence, to think deeply and act with justice, compassion and hope.

Harmonious relationships that foster child safety and trust between staff, students and parents that nurture the growth of a spiritual and supportive learning community.

A collaborative community that encourages teamwork in a safe and well resourced environment for both staff and students to prepare them for the challenges of the 21st century.

FOUNDATION SCHOOL YEAR



- **PREPARATION FOR SCHOOL**
- **BUDDY SYSTEMS**
- **ENROLMENT POLICY & FEE STRUCTURE**
- **BAPTISM POLICY**

Foundation children for 2022 will start school on Monday January 31st, at 8:30am and will finish at 3:30pm.

Children will need to bring lunch, a drink, and a snack.

FOUNDATION 2022 PREPARATION FOR SCHOOL

We believe your child's time at St Joseph's will be rewarding, and it will be the source of friendship and enduring memories. The teachers will assist and encourage your child's development through a balanced education offering academic, social, cultural, and spiritual programs that will stimulate your child's interest and abilities. The staff at St Joseph's realise that they share the responsibility with parents in the education of their child.

The first weeks of school can present children with many situations which they may not have previously encountered. They will have to make adjustments and will need much sympathetic help in order to do this successfully. As parents, you have one of the most important roles to play in this process.

To facilitate a smooth transition into school and Foundation for your child, these simple steps can assist and guide parents:

Help them to learn to recognise and write their full name.

Help them to learn their address and telephone number.

Teach them their date of birth.

Give them opportunities of eating an individually packed lunch and tidy up after they finish.

Show them how to tie and untie their shoelaces, undo buttons and zips.

Make sure they know how to use the toilet independently.

Let them get used to washing and dressing themselves independently

as much as possible.

Take them and show them the way to and from school.

See that they know how to cross the road safely.

Make sure that their clothing and all possessions are fully named.

Help them to see school as a happy place where they have friends to play with, enjoyable things to do, and where there are friendly, caring adults to help them in times of need.



FOUNDATION BUDDY SYSTEM

Our Buddy system works on building a relationship based on trust, affirmation, and acceptance between our Grade 6 students with the Foundation children. It is an opportunity for our senior students to display leadership and to play a positive role in assisting in the transition process for Foundations, to the school environment.

The buddy system encourages Foundation children to:

- | Feel welcomed and supported in making the transition to primary school.
- | Feel part of the school life and parish community.
- | Become familiar with school environment, buildings and daily routine.

**AT ST JOSEPH'S WE
REGARD EDUCATION
AS A LIFE JOURNEY**

ENROLMENT POLICY & FEES STRUCTURE

Children from all families who are prepared to support Catholic ideals and principles may be considered eligible for enrolment.

A non-refundable application levy of \$50.00 applies to all new enrolments. Applications will not be processed until payment is received. Copies of your child's Birth, Baptismal, and Immunisation Certificates need to accompany your application. On confirmation of your child's enrolment, a \$300 deposit is payable. This will be deducted from the following year's school fees.

ENROLMENT POLICY & FEES STRUCTURE

**A CARING AND NURTURING
ATMOSPHERE CHARACTERISES
OUR SCHOOL**

SCHOOL ENTRY AND REQUIREMENTS



- **SCHOOL FEES & LEVIES**
- **SCHOOL ORGANISATION**
- **ST JOSEPH'S SCHOOL UNIFORM**
- **UNIFORM PRICE LIST**



SCHOOL ENTRY – IMMUNISATION CERTIFICATE

Parents enrolling their children at school are now required by the Health Department to furnish proof of immunisation against Diphtheria, Tetanus, Polio, Measles, and Mumps. School Entry Immunisation Certificates (exemptions for medical or conscientious reasons are allowed for) are obtained from your local Council.

SCHOOL FEES & LEVIES

The ultimate aim of Catholic Education is to ensure that it is accessible to all Catholic families who wish to enrol their children in a Catholic school - irrespective of income. Parents experiencing financial difficulty in meeting their School fee / Levy commitment will receive appropriate financial and family assistance. At the beginning of each term, school fees are sent home with the eldest child. The Education Board annually reviews and adjusts school fees and levies.

PAYMENT OF SCHOOL FEES

Cash, cheque, credit card, or via the Internet are available for paying your school fees. Any money sent to the school, via the children, for any reason, should be placed in an envelope with the child's name, grade and relevant information written clearly on the front.



SCHOOL ORGANISATION

OFFICE HOURS

8:45 am – 4:00pm

Administrator Mrs Cathy Wells

Cathy will endeavour to answer general enquiries relating to school organisation.

AFTER SCHOOL CARE

Before and After School care is offered to pupils of St Joseph's on a permanent or casual basis. This service is run by Camp Australia at Black Rock Primary School.

ARRIVAL & DISMISSAL

All children should be at school by 8:50am to be prepared to commence meditation at 9:00am. The teachers supervise the school grounds from 8:30am to 3:45pm.

Parents should not drop their children off before this time as they will be left unsupervised in the playground. Children are dismissed from their classes at 3:30pm and the playground is supervised by a teacher from 3:30pm - 3:45pm. The playground equipment is not to be used by the children for the 15 minute time period from 3:30 - 3:45pm on school days as there is no teacher supervising them playing safely.

ST JOSEPH'S SCHOOL UNIFORM

Parents are required to ensure that their children adhere to the school's uniform rules.

SUMMER UNIFORM

Boys

Short / long sleeve white shirt
Ink gabardine shorts
Ink socks
Black leather shoes
Ink school / sun hat (with school logo)
School jumper
Navy polar fleece
Optional sunglasses

Girls

Ink, white and green check dress
Ink gabardine shorts
Short / long sleeve white shirt
Ink socks
Black leather shoes
Ink school / sun hat (with school logo)
School jumper
Navy polar fleece
Optional sunglasses

WINTER UNIFORM

Boys

Ink long gabardine pants
White long / short sleeve shirt
School jumper
Navy polar fleece vest
Ink socks
Black leather shoes (no sneakers)

Girls

Ink girls pants
White shirt (with school logo)
Ink, green and gold tunic
White long / short sleeve shirt
School jumper
Navy polar fleece vest
Ink tights or navy socks
Black leather shoes (no sneakers)

SPORTS UNIFORM

Boys and Girls

Ink unisex shorts
Ink short / long sleeve polo shirt
Ink polar fleece jacket / vest
Ink track pants
White sports socks (not footless)
Sneakers
St Joseph's rugby top

Girls

Ink skort with school logo
Ink long sleeve polo shirt with school logo
Ink polar fleece jacket / vest if required
Ink track pants
White sports socks (not footless)
Sneakers

NAMING OF UNIFORM

All articles brought to school must clearly be marked with owner's name. For ease of recognition, standardised positioning of name tags is requested.

Jumpers, jackets, dress, tunic, polo shirts, tracksuit top, art smock – **centre back neck**

Shorts, tracksuit pants, gabardine pants – **centre back waist**

Socks – **under turn down**

Shoes – **stitched on tongue**

Library bag – **on outside**

School bags must be neatly and clearly named on both the inside and the outside

UNIFORM CHANGEOVER DATES

Summer uniform is worn in Term 1 and 4.

Winter uniform is worn in Term 2 and 3.

Please note: Ink shorts may be worn on sports days instead of cotton shorts, but cotton shorts are not to be worn on normal uniform days. However, for comfort the cotton shorts are preferred.

Girls may also wear gabardine shorts and shirts in summer with white socks if shorts are preferred. Scrunchies etc. are to be either white or ink. No other jewellery is acceptable apart from earring sleepers or studs.

If your child for any reason is not wearing correct uniform, a note of explanation is required.

The complete school uniform may be purchased from the following sources:

Primary School Wear

1 Age Street
Cheltenham VIC 3192

T | 9768 0332

Opening hours

Monday - Friday 9:00am - 5:00pm

Saturday 10:00am - 1:00pm

Order online www.psw.com.au

Second Hand Uniforms

The school operates a Second Hand Uniform Shop in the foyer outside the Art Room.

Operating times will be advised in the school newsletter. Donations of unwanted uniforms will be gratefully accepted at any time.



VACCINATION INFORMATION

WHY IMMUNISE?

Children starting school are exposed to a large number of people and to a range of potentially dangerous diseases. Immunisation is a proven and safe way to be protected against diseases that may cause serious illness and sometimes death.

Enrolling in primary school is a good time to check your child's immunisations are up to date.

WHAT IS AN IMMUNISATION STATUS CERTIFICATE?

It is a statement showing the immunisations your child has received.

The most common type of immunisation status certificate is an Immunisation History Statement from the Australian Immunisation Register (AIR).

By law, you must provide an immunisation status certificate to the primary school when enrolling your child into prep or when going to a new primary school.

If your child has not received any immunisations, you must still provide a certificate, which states no vaccines have been given.

WHAT IS THE CERTIFICATE USED FOR?

To keep children safe. In the event of a disease outbreak, unimmunised children can be quickly identified and excluded from school until the risk of infection has passed.

For further information refer to the school exclusion table:

www2.health.vic.gov.au/public-health/infectious-diseases/school-exclusion/schoolexclusion-table

If you do not provide the certificate to the school, your child may also be excluded from school as their immunisation status will be unknown.

HOW DO I OBTAIN AN IMMUNISATION STATUS CERTIFICATE?

You can request a certificate at any time from the Australian Immunisation Register

| Print an Immunisation History Statement from your myGov account

| Phone 1800 653 809

| Email air@humanservices.gov.au

| Visit a Medicare or Centrelink office.

If you think your child's Immunisation History Statement is incomplete or incorrect, discuss with your immunisation provider. From your doctor or local council.

An alternative to an Immunisation History Statement is a letter signed by a doctor or local council with the child's details and a list of all vaccines received and date given.

HOMEOPATHY

Homeopathy is **not** a legally recognised form of immunisation and cannot be listed on an immunisation status certificate.

By law, all parents must provide an immunisation status certificate to enrol their child in primary school.





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