



Mater Christi Catholic Primary School Parent Information Book 2016

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Contents Page

- | | |
|--|---|
| <ol style="list-style-type: none">1. Principal's Welcome2. Mater Christi Catholic Primary School Details3. School Features4. Mater Christi Crest and Motto5. School Prayer6. Mater Christ Vision Statement7. Masses and Liturgies8. Staff List9. Term Dates10. Student Free Days11. Pick Up & Drop Off Procedures12. Traffic Flow and Parking13. Traffic Flow Map14. Bell Times15. Canteen16. Eating Lunch and Recess17. School Factions18. Student Release During the Day19. Student Absences20. Accidents/Sickness21. Medication22. School Uniform23. Communication and Reporting24. Assemblies25. Feeder Schools26. NAPLAN27. Newsletter28. Publication of Images29. Enrolment30. Extension Program31. Before and After School32. Punctuality33. Bicycles34. Smoke Free Zone35. Lost Property36. Monies37. Bank Day38. Book Club39. Wet Days and Days of Extreme Heat | <ol style="list-style-type: none">40. Sun Protection41. School Psychologist42. Out of School Care43. School Board44. Parents and Friends Association45. School Fees46. School Map |
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Principal's Welcome



Welcome to Mater Christi a Catholic Primary School that has for 25 years this year, educated both boys and girls, fostering an environment of excellence, community, charity, love of learning and social justice.

Mater Christi is a vibrant triple stream primary school catering for approximately 680 students from 3yo Kindergarten to Year Six. Our modern, well-resourced school is found at the end of a cul-de-sac overlooking Yangebup Lake. We offer an excellent education, provided by capable, caring and committed staff, all of whom work together with the strong support of our parents in the best interests of the children in our care. Strong parent-teacher partnerships are valued and we support the important role that parents have to play in developing their child's potential for learning. Families are welcomed into our school at all times and their contribution to the life of the school is valued highly. We offer a number of specialist programs including Drama, Music, Instrumental Music, Italian, Physical Education, Reading Recovery as well as the School Sports program.

As a Catholic Parish community school, there is an excellent relationship between the School and Parish. Children attend Mass regularly and Religious Education is taught daily. Parish Playgroup operates on-site and is well patronised. Together we assist the children to acquire a deeper knowledge and love of God.

We are very proud of our children and our school community, and feel blessed in the strong partnership that exists between school, home and Parish. If you would like any further information please contact the office who will happily answer any questions you may have.

Miss Toni Kalat
Principal

Mater Christi Catholic Primary School Details

Postal Address:	PO Box 3077 Success W.A. 6164
Street Address:	340 Yangebup Rd, Yangebup W.A. 6164
Telephone:	(08) 9417 5756
Facsimile:	(08) 9417 9092
Email:	admin@mcps.wa.edu.au
Office Hours:	8.15am to 3.30pm. An answering machine operates outside normal hours.
School Hours:	Doors open: 8.30am Classes commence: 8.45am School concludes: 3.05pm Supervision is provided from 8.30am till 3.30pm
Absence:	Parents are asked to contact the School if their child is unable to attend. A formal note of explanation, signed by the parent/guardian, is a legal requirement on the student's return to school.

School Features

Mater Christi Catholic Primary School is a three stream primary school southeast of Fremantle, catering for boys and girls from Three Year Old Kindy, and Four Year Old Kindergarten to Year Six. This modern, well resourced school is found at the end of a cul-de-sac overlooking Yangebup Lake. The grassed, leafy grounds are beautifully maintained. In these peaceful grounds we offer an excellent education, provided by capable, caring and committed staff, all of whom work together with the strong support of our parents in the best interests of the children in our care.

As a Catholic parish community school, there is a good relationship between school and parish. Children attend mass regularly. Religious Education is taught daily, with children receiving the sacraments of Reconciliation in Year Three, First Communion in Year Four and Confirmation in Year Six. Parish Playgroup operates on-site and is well patronised. Together we assist children to acquire a deeper knowledge and love of God.

Specialist teachers are engaged for the teaching of Science, Drama, Music, Physical Education, Italian and Gifted and Talented Education. A comprehensive Learning Support program is effective across all classes. Since 2010, the RAISe (Raising Achievement in Schools) initiative has been implemented, ensuring the explicit and successful teaching of literacy and numeracy in all classes. This includes the following intentions: Since 2012, the Principals as Literacy Leaders (PALLs) Programme has also been introduced which complements and has enhanced the impact of RAISe. From 2015 we will engage with the Principals as Numeracy Leaders (PANLS) initiative.

On-site Occupational Therapists and Speech Pathologists are available to families in a private capacity, and are well patronized.

On-site Before and After School Care and Vacation Care is available to meet the needs of our

families. Active After School Sports is popular as is Gardening Club, Glee Club, and Dance Group. Before schools tennis and after school Karate lessons are also available. In school time music tuition in voice, keyboard, violin, guitar and drums is also popular. Swimming lessons are conducted annually for children in Years One to Six.

Our entire school now operates on Apple platforms, with Ipads readily available in the Four Year Old Kindergarten to Year Three classes, and Macbook Air laptops in our Years Four to Six classes. A new Learning Hub is also well resourced with a bank of Macbook Air laptops and is used regularly. Subscriptions to Mathletics and Reading Eggs/Reading Eggspress is in place for students from Preprimary to Year Six and regularly forms part of class literacy and numeracy groups, as well as the homework routine.

Our Parents and Friends Association (P&F) is a dynamic element in our school culture. The focus of the P&F is three-fold - supporting the school in its endeavours by funding resources, building community among its members and empowering parents. The introduction of Parent Class Representatives to assist the class teachers in sourcing parent help, as well as to arrange social gatherings each term for the parents of each class has been an important development in the building of community in our school.

Underpinning all we do at Mater Christi is our advocacy for 'Making Jesus Real' or MJR as it is better known. While called a programme, it is far more a way of living, of being a Christ-like presence to each other. It applies equally to adult and child in our community, with the expectation being that we respond to one another with respect. It is woven throughout all our policies, and has enhanced the quality of relationships across our community.

Mater Christi Crest and Motto



The adult enveloping the child symbolises the nurturing atmosphere we as parents, teachers and caregivers aspire to give our school children in order for them to develop into their full potential.

Mary MacKillop strove to nurture the whole child in his/her education and well-being which we make as our goal today.

We are dynamic examples of Christianity when we act out our love for our fellow human beings, and it is by our actions that we teach our children to have 'Charity in Our Hearts' - a phrase frequently used by Mary MacKillop.

Mater Christi School Prayer

Lord bless our school
Bless all the children
Bless our families
Bless our teachers
and all who work with them.
Lord teach us to care for others
So that we can be a good friend
to those who need us
to those who feel left out or are lonely
Always ready to share everything that we have.
Help us to be like Jesus
A friend to anyone who needs us.
Let our friendship help them to
come to know you and your love.
Amen.

Mater Christi Vision Statement

Core Purpose: Making Jesus Real in the lives of our students, our families and our staff.

Mater Christi Primary School, in the name of Mary, Mother of Christ, exists to give witness to the love of Jesus Christ as embodied in our Catholic faith.

As a faith community, we seek at all times to make Jesus real in the lives of our students, our families and our staff. We do this by modelling gospel values in our daily work. In particular, we strive always to demonstrate deep respect for the people we encounter. We have a close and supportive connection with our parish and our liturgies are dynamic and sacred opportunities to further strengthen each person's relationship with Christ.

As an educational community, we nurture in every student a belief in their individual potential and commit ourselves to helping them achieve this while respecting and protecting the rights of each other. Students are at the centre of all our educational endeavours and are encouraged to be open to new learning experiences.

As a professional community, we are determined to make a difference to each student. We endeavour to provide a safe and nurturing environment for our students, marked by the active presence of Jesus. Our parents are our partners in all our endeavours. Relationships with families are marked by respect, courage and integrity. As a staff, we are loyal to each other and conscious that our professional lives set the tone for the school. We are clear in our purpose and priorities and each person takes personal responsibility for their unique role to ensure that we continue to grow.

Masses and Liturgies

Masses and Liturgies are celebrated regularly, usually on a Friday in the church at 9.00am. Whole School Masses are prepared on a rostered basis by classroom teachers and the APRE. Classes will be also be involved in Parish Masses over the course of the year. Parents and friends are welcome to attend all liturgical celebrations.

Staff List 2016

CLASS		TEACHER	ASSISTANTS
ELC		Mandy Jeffrey	Karina Minervini
KINDY			
A&B		Jo Jensen	Karen Pitcher/Karina Minervini
C		Mandy Jeffrey	Diane Michaelas/Elieen Erzay
D		Christina Baldry	Diane Michaelas/Elieen Erzay
PP			
A		Kate Cosnett	Diana Wake
B		Megan Hardie	Lisa Collins
C		Donna Ward (Mon,Tue,Thur,Fri)	Miriam Gough
		Michelle Romano (Wed)	
YR 1			
A		Kayla Massara	Donna Johnson
B		Kirsty McCluskey	Donna Johnson
C		Adele Paino	Karina Minervini
YR 2			
A		Lauren Boland	
B		Sandra Leavy	
C		Danielle McEwen	
YR 3			
A		Sarah McIntyre	
B		Nicholas Magry	
C		Siobhan O'Gara	
YR 4			
A		Katie McNally/Kate Payze	
B		Jacob O'Reilly	
C		Jessica Fic	
YR 5			
A		Sarah Lister	
B		Claire Nunes	
C		Amanda Kelly	
YR 6			
A		Rebecca McMahon (T1/2)	
		Nicole Cloutt/Kate Payze(T3/4)	
B		Courtney Edmondson	
C		Katie Meyerkort	
Science:		Brendwyn Ziegelaar	Support: Tracy Duffy (Coordinator)
Library:		Emily Richards	Kate Payze, Cathy Moran
Music:		Alison Clunies-Ross	Assistants: Deb Gladwell, Deb Carr,
Drama:		Pat Pottier	Stacey Harding, Carmen Forde,
Italian:		Linda Piacente	Barbara Ludley
Phys Ed:		Ryan Donnelley	Admin: Robin Giles, Amanda Burke,
Reading Recovery:		Paulina Sweeney	Paula Nichols, Sr Emmanuel,
Reading Recovery:		Tracy Duffy	Sally Van Pelt

Term Dates For Students 2016

Term One	Monday 1 st February - Thursday 7 th April
Term Two	Tuesday 26 th April - Friday 1 st July
Term Three	Tuesday 19 th July - Thursday 22 nd September
Term Four	Tuesday 11 th October - Friday 9 th December

Student Free Days & Public Holidays 2016

Term One	Mon 7 th March, Fri 25 th March, Mon 28 th March, Tue 29 th March, Fri 8 th April
Term Two	Mon 25 th April, Thurs 2 nd June, Fri 3 rd June, Mon 6 th June
Term Three	Mon 18 th July, Fri 23 rd September
Term Four	Mon 10 th October

These dates are correct at the time of printing and may change due to circumstances beyond our control.

Pick up/Drop off Procedures for Parents

All students who are transported to or from the school by vehicle, must be dropped off at, or picked up from, the designated Drive-Thru area. However, parents who park in the designated parking areas may accompany their child to their classroom or collect them from their classroom, Undercover Area or from the school courtyards.

All families collecting students at the Drive-Thru must display their family name card on the vehicle's sun visor. The school office on request provides family name cards.

All children must be collected from the school grounds by 3.30pm

Parking and Traffic Flow around the School

These rules are all about safety, in particular the safety of our children. The complete version including actions for non-compliance, can be found on the Parent Page or on our website. They were created with input from WA police and the City of Cockburn. A quick read of them will make it clear that all are underpinned by common sense. Each year a parent is asked to help with parking, which we appreciate, but it must be said that it is OUR car park. If you see people not paying attention to these common sense expectations please call them on it.

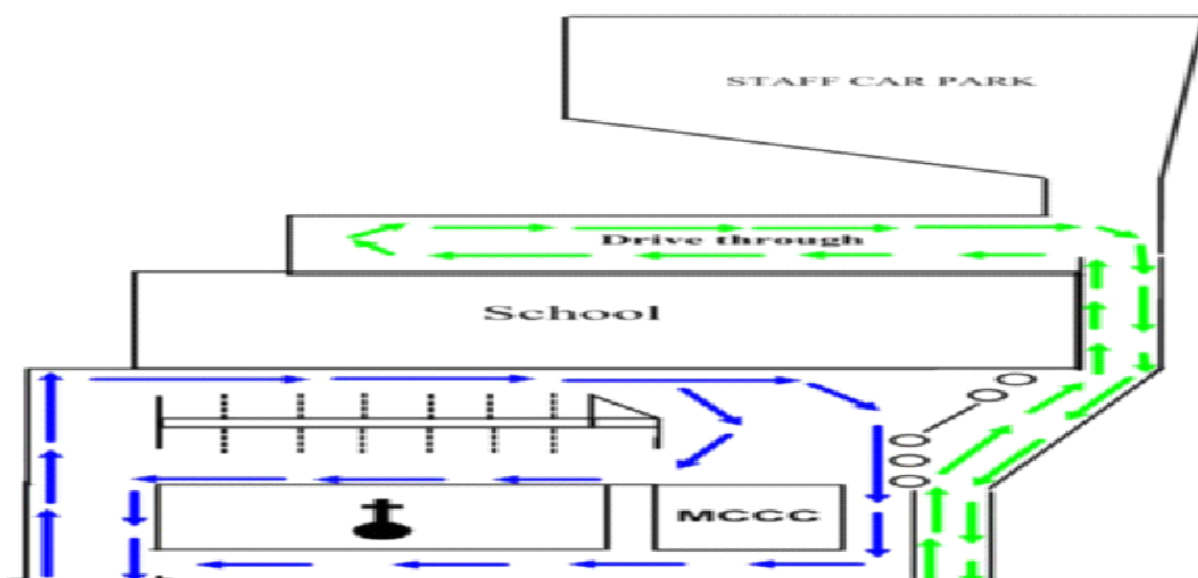
Rationale: The Safety Of Our Children Comes First

The Principal reserves the right to refuse entry to any driver of a motor vehicle whom he believes may conflict either directly or indirectly with the safety of any Student, Staff Member, Parent/Guardian or Official of the Mater Christi Catholic Primary School or any other child or student in his care or under his control.

RULE No. Description

1. ALL DRIVERS must strictly adhere to the 10km/h speed limit within the school car-park.
 2. ALL DRIVERS must adhere to a 10km/h speed limit when driving on the school oval or any other area within the school grounds that has been designated for driving.
 3. ALL DRIVERS must give way to pedestrians at all times.
- 3a) ALL PEDESTRIANS must ensure they utilise footpaths and make direct movement through and across the car-park to minimise the impact on traffic flow and to ensure children are walking on roads and in the car-park for the least amount of time as possible. CHILDREN MUST NOT BE WALKING THROUGH THE CAR-PARK UNLESS ACCOMPANIED BY A PARENT/GUARDIAN.

4. ALL DRIVERS must reverse into parking bays within the school grounds at ALL times
 5. ALL DRIVERS must strictly adhere to the ONE-WAY traffic flow signage within the school carpark. This includes both posted signage as well as road surface markings.
 6. ALL DRIVERS dropping off or collecting children from their vehicles MUST do so via the drive through drop off/pick up service only. Parents/Guardians are not permitted to drop off/collect their children from any other location on the school grounds. Parents/Guardians not utilising the drive through service must attend class or the undercover area and then accompany their child through the car-park to their vehicle.
 7. ALL DRIVERS must reverse into parking positions on the front verge of the school situated on Yangebup Road.
- NOTE - An undertaking has been made between Mater Christi and the City of Cockburn, that if drivers comply with this requirement then they WILL NOT issue Traffic Infringement Notices for parking at this location. The City of Cockburn WILL reserves the right to issue infringements to drivers who do not comply with this requirement. COUNCIL PENALTY - \$100.00
8. VEHICLES are not permitted to park within the small round-about to the front of the church.
 9. VEHICLES must not stop or park their vehicles on or adjacent to a "NO STANDING" sign painted on the road surface.
 10. VEHICLES must not park either wholly or partially on ANY footpath within the school grounds.
 11. NO DRIVER shall drive their vehicle on school grounds or where students are present in a wilful manner (which includes speed), that is inherently dangerous, or given regard to the circumstances, considered to be dangerous to the public or to any person.
 12. ALL PARENTS/GUARDIANS must explain the Mater Christi School Traffic Guidelines and Rules to ANY person who will be attending the school to collect their child in a motor vehicle.
 13. ALL DRIVERS queuing for the Mater Christi drive through pick up/drop off service shall not leave their vehicle unattended at anytime. A licensed driver must remain with the vehicle at all times.
 14. ALL DRIVERS queuing for the Mater Christi drive through pick up/drop off service must ensure the surname of the child/children to be collected is displayed on the front dashboard or sun visor of the vehicle so it may be clearly seen by school staff.
 15. ALL DRIVERS parking vehicles on school grounds must only park in a designated parking bay or in an area that has been set aside specifically for vehicle parking.
 16. ALL DRIVERS shall obey the directions of a Staff Member, Parking Official or Traffic Warden so appointed by the school to carry out traffic control or car park duties.



The first driveway is 'drive-through' and is for pick-up and drop-off only. The second driveway is for parking, and getting out of the car to walk in to the school to collect children.

Overtaking in the 'drive-through' to get to the back of the school is potentially dangerous. If there is a need to gain access to that area, drivers must wait in the queue.

Please do not ask children to wait for you at the front of the school or on the oval. They are to wait in the undercover area where they are supervised.

The 'Baby Bays' are for the use by parents/guardians with prams.

WA Police and City Of Cockburn have in the past issued infringement notices and no doubt will do so again.

This is the best drive through/car park set up many of us have ever seen. Adhering to the rules keeps it that way.

Patience is a virtue! Be a good role model to your children!

Bells

Bell Times:

Start of school	8:45 am
Recess	10:30 am
Mid-morning teaching block	10:50 am
Lunch	- seated and eating 12:30 am
	- playing time 12:40 am
End of Lunch session	1:10 pm
Afternoon teaching block	1:15 pm
Dismissal	3:05 pm

Canteen (PP to Yr 6)

Canteen facilities are available on Wednesdays, Thursday and Fridays for lunch orders for students in Pre Primary to Year 6.

It provides balanced and nutritious lunches for students at a very reasonable cost. This is to promote healthy eating habits and support the school in its Health Education Program. For more information please refer to our Healthy Food and Drink Choices Policy which can be found at the web address below.

<http://www.mcps.wa.edu.au/wp-content/uploads/2015-Healthy-Food-Choices.pdf>

Restricted items are also available at Recess. The canteen must receive orders, in the class basket, by 9.00 am. Online ordering can also be done by visiting the following website ouronlinecanteen.com.au and registering your details.

The canteen depends heavily on voluntary assistance from parents. Parents are encouraged to put their names on the roster. In the interest of safety, parents on roster are requested to organise baby-sitting for young children.

Eating Lunch and Recess

Recess: Years 1-3 eat in Undercover Area

Years 4-6 eat in the Senior Courtyard and around the Library.

Lunch: all students eat in their classrooms, 12.30 to 12.40 pm. Any students, who have not finished eating, then go to the Undercover Area.

Wet weather: all students eat in classrooms.

School Factions

The school has four factions named after animals that inhabit the local environment. These are:

Magpies = Green

Honeyeaters = Yellow

Bobtails = Blue

Bandicoots = Red

Student Release during the Day

Parents/guardians who need to take their child/ children out of class during the school day **MUST** report to the office where details will be recorded in the Release Book. A Release Form is then completed by the parent/guardian, authorized by office staff and presented by the parent/guardian to the child's class teacher.

Student Absences

If your child will be absent or late to school, it is important to ring the school office on 9417 5756 or email us absentee@mcps.wa.edu.au before 9am. All messages or emails should include the child's full name, class and reason for absence. Any student arriving after 8.45 must come to the office to sign in before going to class.

If the school has not been contacted by 9.30am an SMS will be sent to your mobile number requesting you to contact the school to explain the absence.

It is a legal requirement that the school receives a signed note for all student absences, therefore if an email has not been sent we will require a note upon your child's return to school. For extended absences please visit the office to complete a pink leave of absence form.

Accidents/Sickness

Parents are encouraged to keep their children home if they appear sick prior to leaving home for school. Children become very distressed if they are not well at school. As infection spreads very quickly within a school, all parents are asked to cooperate in this matter. If needed, details regarding the duration of the absence from school for infectious diseases can be obtained from the school office or by clicking on the following link.

http://www.public.health.wa.gov.au/cproot/471/2/2014_communicable_disease_guidelines_web.pdf

If your child is involved in an accident or becomes sick at school, every effort will be made to contact you and to arrange medical attention. If your child is unwell he/she may need to go home. For this reason **IT IS ESSENTIAL** that the school is kept up to date with your address, telephone number - home and work, place of employment and **emergency contact person** for times when you may be unavailable. As outlined in Attendance above, parents are required to sign the child out on the register at the school office

Medication

The school needs to be aware of students seriously affected by illness such as Asthma, Diabetes or

Allergies that require emergency treatment. A list of students with special medical needs is maintained at the school.

Teacher assistance with the administration of medication requires the completion of detailed documentation by parents and doctors. This matter should be discussed with the Class Teacher and the Principal or Assistant Principals to ensure we are able to assist. In such cases the appropriate form must be completed and left for school records. Administration of medication prescribed by a doctor for short-term illness also requires documentation to be completed through the school administration.

Students capable of administering their own prescribed medication will be supported following authorisation from parents. (Medicines must be labelled and appropriate storage arranged with the school).

School Uniform

The way the uniform is worn makes a statement about our school. At all times students are to wear the uniform with pride and respect for all that it symbolises.

Wearing of the school uniform is compulsory at school.

Shirts are to be tucked in and **shoes** kept cleaned and in good order.

Hair must be neat and styled in a manner in keeping with primary school standards. Students with hair longer than collar length are to wear their hair tied back. All hair must be clean with fringes above the eyebrow.

Jewellery is limited to a watch and, if parents permit, earrings. If earrings are worn they are limited to plain gold or silver studs or sleepers and only one pair may be worn at a time - one in each ear, or not at all. All other jewellery is not to be worn as it poses a hazard in school and sporting activities. Children also get upset if they are broken or lost.

Physical Education and sports clothes are to be worn correctly and only on the days set aside.

School hats are worn all year round at school, whenever the students are outside.

All items except sport shoes and school shoes are to be purchased from the school Uniform Shop.

Girls Summer Uniform (Terms 1 & 4)

- Summer Dress
- School navy socks with red and yellow stripe.
- Black lace-up school shoes

Boys Summer Uniform (Terms 1 & 4)

- Short sleeve lemon shirt with school crest
- Navy college shorts
- School navy socks with red and yellow stripe
- Black-lace up school shoes

Girls Winter Uniform (Terms 2 & 3)

- Pleated skirt
- Short sleeve lemon shirt with school crest
- Tartan tie (Years 4-6)
- School jumper
- School navy socks with red and yellow stripe
- Navy tights (optional)
- Navy scarf (optional)

- Black lace up school shoes

Boys Winter Uniform (Terms 2 & 3)

- Navy college shorts or navy college trousers
- Short sleeve lemon shirt with school crest
- School jumper
- Tartan tie (Years 4-6)
- Navy scarf (optional)
- School navy socks with red and yellow stripe
- Black lace up school shoes

Girls and Boys Sport Uniform

- Faction T-shirt with school crest
- Blue sport shorts (or sport skirt)
- Sports briefs must be worn with skirts
- School tracksuit - zip up jacket with school logo and tracksuit pants
- White sports socks with school logo
- Predominantly white runners. Black/coloured runners are not suitable.

Years PP-6 Uniforms

- Mater Christi school bag

All Uniforms

- Royal blue school 'bucket hat'

Pre-primary uniform

- Faction t-shirt with school crest
- Blue sport shorts
- School tracksuit

Kindy

- Red Mater Christi Kindy Kid T-Shirt (optional)

For clarification:

1. School shoes heel is to be no more than 3cm in height.
2. Black "School Shoes" suggest the type of shoe is similar to the type manufactured by Clarkes, Bata Scouts or Rivers. Suede or canvas type shoes are not classified as "school shoes" and are not suitable.
3. Hairstyles "in keeping with primary school standards" means that, for example, hair product and 'rats tails' are not to be worn.
4. All items must be clearly labelled with the child's name - including surname. Names can fade with washing so please reapply when required.
5. Pre-owned items need to have the previous owner's name removed before being renamed
6. Children often accidentally pick up wrong items of clothing. Please check that what they are wearing actually belongs to them.
7. Winter uniform is worn in Terms 2 and 3. Summer uniform is worn in Terms 1 and 4. All children are expected to be in complete and correct school uniform from the beginning of each term.

The uniform shop is open on Wednesdays - 8.00-10.30am and 1.20-3.20pm. Orders can be placed at the office on other days. The order form can be found on the Mater Christi website. At Mater Christi we believe homework to be worthwhile as it extends learning opportunities beyond the school environment.

Homework

Homework is a positive learning tool that develops, consolidates and reinforces skills and understandings presented in class.

We recognise and strongly agree that homework assists in developing sound work routines, organisational skills and self-discipline and should be of educational value. Homework is the responsibility of the home.

The purpose of homework is

- 1 For students to practise and reinforce what has been learned in class.
- 2 For students to develop sound study and work habits.

The amount of time to be spent on homework will increase as children progress from Year 1 to Year 6.

At the end of the allocated time limit per evening, children are encouraged to stop.

Homework will generally consist of the following:

Year 1 Literacy & Numeracy	10 minutes
Year 2 Literacy & Numeracy	15 minutes
Year 3 Literacy & Numeracy	20 minutes
Year 4 Literacy & Numeracy	25 minutes
Year 5 Literacy & Numeracy	30 minutes
Year 6 Literacy & Numeracy	35 minutes

Reading for pleasure to establish sound reading habits for Years 4 to 6 for 15-30 minutes per evening is not seen as “homework” and is additional to the above time allocation.

Homework is set only from Monday to Thursdays.

Homework will be modified where necessary.

Homework will not be set for children who are sick or who are going away on holiday. For these children we suggest (a) reading (b) journal writing (c) practical mathematics e.g. kilometres travelled (d) mathematics and (e) reading eggs/eggpress.

Parent Involvement

- 1 To provide an area where the child feels comfortable.
- 2 To monitor the time spent on homework - a routine time block taking account of other activities.
- 3 To provide equipment - e.g. pencils, separate to what the child has at school.
- 4 To provide a dated Homework Diary for children in Years 3 to 6.
- 5 To check and sign homework tasks before submission on the due date.
- 6 To show interest and to offer guidance (facilitate) but not to solve content problems.
- 7 To notify the teacher in writing if the homework could not be completed by the due date.

Teachers will review homework tasks on Friday and address any problem areas.

Communication and Reporting

Throughout the year a variety of methods will be used to communicate between student, parents and staff. These include

Parent Information Evening:	Beginning of Term 1
Parent Teacher Interviews:	Beginning of Term 2
Newsletter:	Weekly (Friday)
Communication Diary:	Weekly
Academic Reports:	End of Term 2 and 4
Portfolios:	TBA

The school newsletter is published weekly and is available via email or through the school website. Hard copies are also available in the office on a Friday afternoon.

Mater Christi also has a 'skool bag' app that can be downloaded on your smart phone. Please refer to the website for instructions on how to download this app.

All other notes will be sent home with the students so please check bags regularly to keep up to date.

Assemblies

Assemblies are conducted according to the term planner usually on a Friday morning at 9am. Notices are read, merit awards distributed, birthdays announced and twice a term classes have the opportunity to show work &/or entertain the school community on a rostered basis. Six children are also awarded '**Aussie of the Month**' at two assemblies a term. Parents of the recipients are invited to attend as special guests.

Feeder Schools

Our students generally attend the following high schools after completing Year Six: Emmanuel Catholic College, Success (our main feeder school); Corpus Christi, Bateman; Seton Catholic College, Samson; Iona College, Mosman Park; CBC Fremantle; Trinity College, Perth and Mercedes College, Perth.

NAPLAN

Students in Year 3 and 5 will participate in National Assessment for Literacy and Numeracy on Tuesday 13, Wednesday 14 and Thursday 15 May, 2014 (Week 3, Term 2).

Newsletter

Newsletters are an important way of communicating with all parents and care-givers on matters concerning the school. In 2016 newsletters will be provided to parents via email and made available for viewing on the school's website. These newsletters will be published every Friday and provide up to date information on school, P&F and community activities.

Publication of Images

It is a requirement the school needs to obtain parental/guardian permission before using visual images of students. This school regularly uses images of students in a variety of ways to recognise excellent achievement, inform parents and the local community of school matters, publicise events and to promote the school. In addition to this the promotion of events published on our school's Web Site may result in your child's image potentially being accessed worldwide through the Internet. Permission of parents/caregivers for the use of images is sought at the beginning of each year.

Enrolment

Catholic Schools exist to further the Mission of the Church. In Western Australia, the Mandate of the Bishops requires the Catholic Education Commission of Western Australia to make Catholic school education available to all Catholic children, as far as resources allow.

Parents are the prime educators of their children and the role of the school is one of support.

The following priorities are given to enrolment applications:

1. Catholic students from the parish with a Parish Priest reference.
2. Catholic students from outside the parish with a Parish Priest reference.
3. Other Catholic students.
4. Siblings of non-Catholic students.
5. Non-Catholic students from other Christian denominations.
6. Other non-Catholic students.

Following consultation with the Director, the Principal may vary the above priorities to suit particular local circumstances prevailing at the time.

Parents must provide a completed Parish Priest Reference.

Before an offer of a place is made prospective students and their parent(s) / guardian(s) shall be interviewed by the Principal or a member of the Leadership Team.

The Catholic/non-Catholic Enrolment percentage parameters approved by the Bishops of Western Australia is referred to when enrolling students.

Before offering enrolment to students requiring specific educational needs:

1. The Principal shall ascertain whether the student has any special educational needs which will require differential resourcing if schooling is to achieve educational outcomes appropriate to the student's learning needs.
2. Where the student has a disabling condition, disorder or significant health care needs, the Principal shall consult with the Special Learning Needs Team at the Catholic Education Office to ensure that the school has the capacity to make adequate provision for the student's specific educational needs. If the Principal determines that the school, after appropriate consultation as in 10.1 and 10.2 above, does not have the resources to respond to the student's educational needs, then the parent(s) or guardian(s) may be referred to one of the Special Education Support Centres located in certain Catholic Schools.

The acceptance of an application form does not guarantee an enrolment interview or offer of enrolment.

Enrichment Program

At Mater Christi, we celebrate the diversity and achievements of all students and encourage them to discover and perform at their potential in every domain. Exceptionally able students are supported through an approach that recognises learner needs and provides depth and complexity through stimulating, flexible, differentiated learning environments.

An Enrichment program is currently being run at the school. Small groups of students from Years 4-6 participate in weekly sessions. These sessions are designed to challenge and develop creativity and higher-order thinking skills. Students are selected for the program through specialised enrichment testing, in combination with input from classroom teachers.

Before and After School

Students should not arrive before 8.30am and should leave promptly when school concludes unless participating in an authorized, supervised activity. Teachers are normally in their classrooms by 8.30am when the lobby doors open. After school, teachers will be on duty until 3.30pm to supervise students waiting to be collected from the pick up area in the undercover area.

Punctuality

Parents are requested to ensure that their children are punctual for classes each day. We recommend that they arrive in sufficient time to unpack their bags and have everything ready for class to begin at 8.45am. Students who arrive late must sign in at the front office before coming to class.

Bicycles

Safety authorities recommend that only children ten years and older be permitted to ride to school without a supervising adult. Helmets are compulsory.

Smoke Free Zone

The school buildings and grounds have been declared a Smoke Free Zone and parents/guardians are requested to respect this out of consideration for other members of the school community.

Lost Property

Clothing lost property is kept at the front office, lunch boxes and drink bottles are kept in the undercover area. Items that are named are returned to the rightful owner. At the end of each term unmarked items of clothing will be sold as second hand uniforms.

Monies

School fees should be paid at the office. All other monies should be in a clearly marked envelope with the students name, class and purpose for which it is intended.

Bank Day

Wednesday is Bank Day. School banking is with the Commonwealth Bank. Forms can be collected from the front office.

Book Club

Mater Christi Catholic Primary School participates in the Scholastic Book Club. Order forms are distributed to the students about 8 times a year. This is a great way to purchase books for your

children and for the school to earn points, which are then used to obtain books for the library. If you wish to order from an issue please follow the listed procedures.

1. Fill in child's name and class on form
2. Clearly mark book selection
3. Please double check your order adds up
4. Detach order slip from catalogue
5. Place order form cheque or credit card receipt (you can pay by credit card over the phone or via the online payment system on the book club order form) details in an envelope with order seal and give to class teacher to be placed in message bag and sent to the office.
6. Please send no money as it will be sent back. You must pay by one of the above means.

Please ensure the envelope reaches the office by 9.00am on the day it is due which will be advertised in the school newsletter

Wet Days and Days of Extreme Heat

On wet days, during break times, students remain in their classrooms engaged in quiet activities.

On days of extreme heat the school program is adapted to suit the prevailing conditions. Pupils are not dismissed early without special notification.

Sun Protection

The Anti-Cancer Council warns that during the months from September to April, exposure to harmful rays of the sun can cause skin damage.

We recommend students apply sunscreen before coming to school. Our P&F kindly supply extra sunscreen to every class. Students should be protected by an adequate sunscreen on exposed areas and must wear a hat during outdoor activities. The school has a **no hat no play** policy.

School Psychologist

A School Psychologist is available to assist students, teachers, parents and the school community to solve a range of educational and psychological problems. Referrals are via the Teacher and then supported by Support Coordinator.

Out of School Care

Montessori - Stepping Stones provide a service before and after school on the Mater Christi site. Please contact them direct on 9417 1800 for more information.

School Board

The School Board members include the Principal, the Parish Priest, representative of the Parents and Friends Association, and six other parents who are elected at the Annual School Community Meeting.

The Board is primarily involved in the financial management and future planning of the school.

The Board meets on the third Tuesday of the month during term time. Reports are received from the Chairman, the Principal, Parents and Friends and the various committees of the Board.

Elections are held at the Annual School Community Meeting held in November each year. Nominations for membership of the Board are called before the meeting.

Parents and Friends Association

The Parents and Friends Association is an integral part of the life of the school. The Association is a body of people who believe in the school and seek to further its aims.

Membership is open to parents/guardians of children attending the school. Meetings take place on the second Tuesday of the month during term time.

There is a parent resource section in the school library, which has many resources available for loan by any parent/guardian in the school community.

The Parish Priest, the Principal and all members of the staff of the school are ex-officio members of the Association.

Fees and Charges 2016



FEES & CHARGES 2016 Mater Christi Catholic Primary

	Tuition per child	Parents & Friends Levy per family	Building Levy per family	Amenities Levy per child	TOTAL	TOTAL with 5% discount on tuition	20 Fortnightly payments (26/2 to 25/11/16)	TERM PAYMENT 1/3
Kindergarten	\$ 964.00	\$ 60.00	\$ 260.00	\$ 220.00	\$ 1,504.00	\$ 1,455.80	\$ 75.20	\$ 501.33
Health Care Card	\$ 230.00	\$ 60.00	\$ 260.00	\$ 220.00	\$ 770.00	n/a	\$ 38.50	\$ 256.67
One child								
PP to Yr 6	\$ 1,195.00	\$ 60.00	\$ 260.00	\$ 360.00	\$ 1,875.00	\$ 1,815.25	\$ 93.75	\$ 625.00
Health Care Card	\$ 230.00	\$ 60.00	\$ 260.00	\$ 360.00	\$ 880.00	n/a	\$ 44.00	\$ 293.33
Two children								
PP to Yr 6	\$ 2,151.00	\$ 60.00	\$ 260.00	\$ 720.00	\$ 3,191.00	\$ 3,083.45	\$ 159.55	\$ 1,063.67
Health Care Card	\$ 460.00	\$ 60.00	\$ 260.00	\$ 720.00	\$ 1,450.00	n/a	\$ 72.50	\$ 483.33
Three children								
PP to Yr 6	\$ 2,868.00	\$ 60.00	\$ 260.00	\$ 1,080.00	\$ 4,268.00	\$ 4,124.60	\$ 213.40	\$ 1,422.67
Health Care Card	\$ 690.00	\$ 60.00	\$ 260.00	\$ 1,080.00	\$ 2,020.00	n/a	\$ 101.00	\$ 673.33
Four children								
PP to Yr 6	\$ 2,868.00	\$ 60.00	\$ 260.00	\$ 1,440.00	\$ 4,628.00	\$ 4,484.60	\$ 231.40	\$ 1,542.67
Health Care Card	\$ 690.00	\$ 60.00	\$ 260.00	\$ 1,440.00	\$ 2,360.00	n/a	\$ 118.00	\$ 786.67

3 year old \$830 per term

KEY INFORMATION RE PAYMENT OPTIONS

A total invoice for 2016 will be raised at the beginning of Term 1 with statements issued at the beginning of Term 2 and 3. Total amount is requested to be paid by 31st October 2016

Payment options:

- Option A Pay the full amount of school fees by 18th March 2016 and receive a 5% discount on Tuition Fees only. (not applicable to HCC Card holders)
- Option B Pay 1/3 of the full amount by the end of week 3, Term 1, 2 and 3
- Option C Pay the full amount by Direct Debit between February and December. Please lodge DD Form by beginning of week 4

*Statements for direct debit will be issued three times over the billing cycle, or upon request

Please note: It is essential for Health Care Card holders to complete the necessary forms immediately to be eligible for the tuition fee discounts. Health Care Card and Pension Cards must be current or fees will be adjusted - you must bring in new cards as they are received from Centrelink.

AMENITIES includes IT levy, Swimming, Transport, Diary, Student Insurance, Mathletics, Reading Eggs, Making Jesus Real, Sacramental levy, Edu-dance, Class Excursions and Incursions, Big Day Out, Big Day In, Italo Programme

SCHOOL CAMP (Year 6)

\$420.00

School Map



Mater Christi
Catholic Primary School

