



Holy Family School

Indooroopilly

Strength & Gentleness

**2020 Information
Handbook**



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P.O. Box 180**

INDOORROOPILLY QLD 4068

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Fax: (07) 3870 5490

Email: pindooroopilly@bne.catholic.edu.au

Web site: www.holyfamilyps.qld.edu.au

Facebook: <https://www.facebook.com/holyfamilyschoolindooroopilly>

Instagram: [holyfamilyps](https://www.instagram.com/holyfamilyps)

Holy Family Primary Indooroopilly

“Welcome”

The Holy Family children, parents, staff and parish welcome your family into our community and trust that our school will be all the richer for your participation in your children's education here at Holy Family School.

For over 90 years now, Holy Family has been a school where families have come to belong. We pride ourselves as being a family school with the focus of all our endeavours being on the children.

Holy Family parents have embraced the notion that they are the foremost and primary educators of their children.

At Holy Family, we value a small caring environment where each child is valued and knows she/he belongs. Together with parents, the staff seeks to provide a child centred learning and teaching focus. At the very heart of our culture, we celebrate St Brigid's call to “strength and gentleness”. Our curriculum, our relationships, our dreams emanate from our desire to share God's love with one another.

We invite you to be a valued partner with us as we continue to offer great educational opportunities for the children. We hope your child experiences many wonderful years at Holy Family, filled with happiness and a love of learning.



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HISTORY OF HOLY FAMILY SCHOOL

The Brigidine Sisters, at the invitation of the late Archbishop Sir James Duhig, arrived at Indooroopilly on 21st December 1927, to work with Father J Prout, the Parish Priest, for the Christian Education of the children of this suburb. The Brigidine Sisters had their origin in Ireland.



The first pupils of Holy Family School numbered 101 and were housed in the hall on that historic 30th January 1928. Enrolments grew steadily during that year and by the last quarter had increased to 130. Part of the church was also used to accommodate the increasing number of children and in 1954 it became necessary for the late Fr. V Roberts, the Parish Priest at that time, to build the existing primary school. In 1975, through the work of the Parents & Friends of both Holy Family School and Brigidine College and the generosity of parents, a swimming pool was built. Both schools share this. Further additions in 1977 included classrooms, library, staff facilities and an administration area as well as an auditorium, which serves both the school and the parish.

The first Lay Principal was appointed in 1995.

From 1998 to the present time, the school has witnessed major refurbishment so that buildings and resources are of a standard to prepare our children for learning for the future. The refurbishment was carried out with the support of the Commonwealth and State Governments and a major financial input by the school community. Since then we have built new Prep rooms; added Visual Arts and Performing Arts areas and completely rebuilt the lower playground into an exciting and physically challenging fun environment. We have also added a deck area to the Prep classrooms as well as a new Prep playground. The credit for these excellent improvements goes to our active and dedicated Parents & Friends Association and their supportive band of helpers. Recently, we have opened our Early Years Learning Centre containing Year 1 and 2 classrooms, along with a resource room and new deck overlooking the Holy Family Centre.



There are two days of historic importance in our school community:

1st February - the Feast of St Brigid, and

9th July - the commemoration of Bishop Daniel Delaney, the founder of the Brigidine Sisters.

In the tradition of the Brigidine Sisters, our School Vision is:

Strength and Gentleness – Excellence Everyday

Holy Family School Community

Mission Statement

The Mission of Holy Family Catholic Parish School is to promote Gospel Values and Learning in an atmosphere of mutual respect, where children are encouraged to develop their potential to become productive and responsive members of society.



Holy Family School Prayer

God our Creator,
Walk with us on our journey
As Students of Holy Family School.
Watch over us,
Guide us and
Keep us safe
As Mary and Joseph did for your son, Jesus
Inspire our hearts and minds
To live like St Brigid showing
Strength and Gentleness
In all we say and do.
Help us to be loving and true children of God
Amen



GENERAL INFORMATION

POSTAL ADDRESS P.O. Box 180
Ward St
INDOOROOPIILLY 4068

PHONE (07) 3870 9600
FAX (07) 3870 5490
EMAIL ADDRESS pindooroopilly@bne.catholic.edu.au
OSHC PHONE (07) 3371-9369

PARISH PRIEST Fr. Neville Yun

PRINCIPAL Mr John Robertson
ASSISTANT PRINCIPAL Mrs Debbie Tregenza

OFFICE STAFF Mrs Lyn King
Mrs Vikki Ivory
Mrs Barbara Wikman

SCHOOL COMMENCES Preps – 6 students: **Tuesday 28th January**

SCHOOL HOURS: School Bell: 8.30 am
Lunch: 10.35- 11.10 am
Afternoon Tea: 1.10 – 1.30 pm
Final Bell: 2.50 pm

TERM DATES FOR 2020 (for the children)

Term 1 commences	Wed 29 Jan	Concludes	Fri 3 April
Term 2 commences	Tues 20 April	Concludes	Fri 26 June
Term 3 commences	Mon 13 July	Concludes	Fri 18 September
Term 4 commences	Mon 6 October	Concludes	Fri 4 December

Pupil Free Day Mon 19 October



ABSENCE FROM SCHOOL & ABSENTEE LINE 3870 9600

Parents are required to contact the school if a child is to be absent. This can be done by using the **BCE Connect App (Please see below)** OR via the Absentee Phone Line **3870 9600**, stating the reason for their absence. When your child returns to school you must provide the teacher with a written letter providing the reason for their absence.

If your child arrives late to school (after **8.30am**) they must report to the School Office and register at our Arrive Late Leave Early (ALLE) system which they then take a receipt to their class teacher. **Children are required to be signed out at the Office by a parent/guardian if they need to depart early for appointments etc.**

BCE Connect APP

You can access school information, school calendar, Parent Portal access, notify an absentee from your Mobile Device wherever you are. Simply download the App in **iTunes or Google play**.



5.1 Leaving the School Grounds

No child is permitted to leave the school grounds during school hours without a written note from parents and the permission of the Principal. It is a school expectation that children will be collected from the school office if leaving the school during school hours, and will be signed out via the ALLE system at the School Office.

6.0 BEFORE/AFTER SCHOOL CARE (OSHC) PROGRAMME: Phone: (07) 3371 9369
indoороpillyoshc@bne.centacare.net.au

OSHC is conducted in the Classroom directly opposite the Uniform Shop (U12).

Before school care extends from 7 – 8.30am and children are supervised by Centacare staff. A light breakfast will be available from 7 – 7.30am.

After school care extends from 3 pm (Preps are escorted to the OSHC room) until 6pm.

All bookings must be made directly with OSHC office. We also offer Vacation Care during the term holidays.

7.0 DANCE FEVER:

Dance Fever is a part of our Health & Physical Education Curriculum. This is offered for years Prep through to Year 6 with 'Showcases' at the end of their respective dance terms.

8.0 BELONGINGS TO BE LABELLED

We require all belongings to be clearly and permanently labelled. Labelling clothing with tags that can be easily torn off is not the most appropriate method of labelling. Embroidery for school hats is available twice a year and can be organised through the Uniform Shop.

9.0 BIRTHDAYS: If parents choose to send a birthday treat to school, the teachers prefer to hand out birthday patty cakes or ice blocks. Please be aware – NO NUT products. Please check with your classroom teacher for children who have other food allergies.

10.0 BOOK WEEK/LIBRARY

Every year our school celebrates Book Week with parents invited to attend class presentations and see children's work. We also have visiting authors and book celebrations during the year.

11.0 BUILDING FUND DONATION SCHEME

Over the past few years our community has committed itself to the largest capital development since the present buildings were first constructed. To fund these projects, parents who accept enrolment offers are asked to contribute to our School Building Fund Scheme to further enhance the quality of teaching and learning at Holy Family. Tax receipts will be issued at the end of the financial year.

12.0 CAMPS & YEAR 6 CANBERRA TOUR

At Holy Family, we strive to present interesting environments and activities for the children on camp. Parents are asked to prepare for the expense ahead of time, as the costs are not included with School Fees. At this stage, children in Years 4 & 5 attend Mapleton camp each year. The Year 6 students have a separate Leadership Retreat and have for the past number of years toured Canberra as an integral part of their curriculum.



13.0 CLASS PARENTS

At Holy Family, parents are valued for their participation in their child's education. To support this, our school has for many years encouraged a network of parents to support each other, the children and the teacher. As well as assisting the teacher whenever needed, the Class Parents co-ordinate a parent network among the parents of the class. Parents who are interested in such a role should contact the Principal or their class teacher. We encourage at least 2 "Class Parents" for each class.



14.0 CONTACT NUMBERS/EMAIL ADDRESSES

Please ensure that the school always has your correct address and work/home telephone numbers, and email addresses. It is imperative that we have **up-to-date contact numbers** so that we may contact you at home or at work in the event that your child may be suffering from an illness or injury. This important information can be updated via the **Parent Portal**.

15.0 CREDIT CARD, EFTPOS & BPay FACILITIES

The school has Credit Card facilities as well as BPay facilities to assist in the payment of school fees.

16.0 CURRICULUM SUBJECTS

Our teachers use the syllabi provided by the Queensland Department of Education, National Frameworks and guidelines from Brisbane Catholic Education as the foundation of planning our school curriculum.

17.0 SCHOOL EMAIL ADDRESS

The school's email address is pindoороopilly@bne.catholic.edu.au We also ask parents for their email address to assist with communication. Please ensure you keep the office updated if your email address changes, this can be done via the **Parent Portal**.

18.0 ENROLMENT BOOKING FEE

Successful enrolment applications attract a booking fee of \$300 once we offer a place. The Booking Fee will be retained by the school if applicants withdraw their enrolment application. \$200 of the \$300 booking fee will be deducted from the first term fees for parents. The Enrolment Fee applies to all new students.

19.0 EXCURSIONS

Parents are encouraged to help on some excursions. Parents volunteering to come and help as a group leader are asked to make necessary arrangements for their toddlers. All parents volunteering whether on excursions or within our school are required to undertake Volunteer Student Protection Training. This must be completed each year. Please ask the office staff for more information.

20.0 EXCURSION AND INCURSIONS

School fees cover excursions and incurSIONS (except camp). Parents are informed in advance of any excursions undertaken by their class and are asked complete the online excursion form for each excursion. These forms will be sent for each excursion.

Supervised visits to our Parish Church and to Brigidine College for swimming / use of College facilities are seen as part of our in-house curriculum. Parents need to know we do not send home a notice of this type of outing nor do we seek permission forms.

22.0 FIRE & BOMB EVACUATION

Our school regularly conducts a fire and bomb evacuation drill in accordance with workplace, health and safety legislation. Parents who are on the property during such drills are also required to participate in the drill. We suggest you also develop a plan and fire drill exercise for your own home. Parents can obtain a copy of our policy from the school office.

23.0 HOUSE COLOUR TEAMS

Every child will be placed in a House team with children from the same family being placed in the same House team. The four "houses" are Chanel (Red), Damien (Blue), Delany (Yellow) and De Porres (Green).



24.0 ILLNESS OR ACCIDENTS AT SCHOOL

Students who become unwell during the day are sent to the Sick Bay. If a child is not well enough to be at school, parents will be contacted and asked to take their child home. No child will be sent home if the parents cannot be reached. In the event of a serious accident, an ambulance will be called. All accidents requiring treatment will be recorded. See MEDICATION for further information. Parents are required to keep their children away from school until they are no longer contagious with any disease such as measles or health conditions requiring treatment such as head lice.

25.0 INSURANCE

Holy Family School has taken out an accident insurance policy that covers students for certain out of pocket expenses for accidents that occur during school activities. This policy is with Catholic Church Insurance. Please see the Office for further details or contact Catholic Church Insurance. The premiums are funded by the school via school fees.

26.0 LANGUAGES OTHER THAN ENGLISH (L.O.T.E)

Italian culture and language has been a part of our curriculum at Holy Family for many years now. Children from Years 4-6 have weekly lessons.

27.0 LEADERSHIP FOR YEAR SIX PUPILS

Our Year 6 students are commissioned in the earlier part of the year to be School Leaders. The Preps are involved in a buddy system with these senior students. The Year 6 students also plan and run the weekly school assembly and other public forums.



28.0 LEARNING SUPPORT TEACHER

Support Teacher Inclusive Education (STIE) - the role is primarily interpersonal, providing support, in a short or longer term capacity for the staff, students and parents. Support programmes are developed and implemented with teachers and students in a co-operative mode. Liaison with outside specialists (speech therapists, guidance officers etc.) is an important part of the role.

Helen Cooper is our STIE. Her official title is Support Teacher Inclusive Education. Helen's role here at Holy Family is one of the most important as Helen supports so many children, teachers, school officers and parents with their learning. Helen is also a member of the School Leadership Team.

29.0 LITURGIES

Our school places a high degree of emphasis on liturgical life with the children. Whole school and class liturgies are celebrated throughout the term. Parents are invited to attend their child's class liturgies and any liturgies our school celebrates. The Parish also celebrates on Friday mornings.



30.0 LOLLIPOP CROSSING

Our school is committed to the programme of having the pedestrian crossing in Central Avenue supervised by a person appointed by the government authority. This person (affectionately known as the Lollipop person), supervises the crossing in the morning and afternoon for our Holy Family children. Our school also has a speed awareness program sponsored by Qld Transport and supported by our local Police.

31.0 LOST PROPERTY

All unnamed and unclaimed items are placed in the lost property area located on the shelves on the top floor deck. Periodically, it is emptied and all unmarked items are given to our 2nd hand uniform shop.

32.0 LUNCHES

It is advisable to wrap "lunch" separately from "afternoon tea" when sending your child's lunch box to school. All lunch boxes and drink bottles must be labelled appropriately. Common sense should prevail with the preparation of lunches, eg. **no bottles, tins or lollies**. Children need to bring their own spoon if they have yoghurt, diced fruit or the like. We suggest also that some consideration be given to purchasing a cooler bag in which their lunch can be stored with a frozen water bottle to keep their lunches cool and fresh.

32.1 ALLERGIES – NUT FREE ZONE

We have a number of children who have nut allergies and everyone's co-operation is necessary to help make our environment as nut-free as possible.

As a member of the Holy Family Community, we ask you **not** to send any foods to school for snacks or lunches that contain peanuts or nut products.

We appreciate your understanding of individual needs to ensure a safe and nurturing environment for all children who live, play and grow together.



33.0 MEDICATION

Strict instructions have been issued to schools concerning the administration of medication to children. The school is not permitted to give children medication unless we receive authentic **authorisation from a doctor along with a Student Medication Authority form, available from the school office, to be completed by the parents**. The medication must also be prescribed by a doctor and this medicine must be in its original package/bottle with the dosage displayed. **(Also if a child requires Panadol or Ventolin they must be supplied by parents)**. Student medication forms can be downloaded from the Parent Portal.

34.0 CHARITIES

Throughout the year the children are encouraged to help raise funds for St Vincent de Paul, Catholic Missions and Caritas to support others in our society or in other parts of the world who are less fortunate than ourselves.

35.0 MONEY AT SCHOOL

When children bring money to school for Fun Food Days, photographs etc the correct money must be placed in an envelope. The envelope must be named and labelled according to its purpose. Each class room has a Red Folder which children can also deposit their envelope and these folders are then taken daily to the school office.

36.0 MUSIC, PRIVATE TUITION & BAND

Our school has a strong commitment to music, private tuition for various musical instruments and the development of a School Band. Instrument hire is available. Parents are encouraged to consider providing their children with the opportunity of learning to play a musical instrument. Further details of tutors can be obtained from the school office. The school also provides opportunities for children to join the School Choir.



37.0 NEWSLETTERS

A link to our eNewsletter is emailed to families on a fortnightly basis. The purpose of the newsletter is to keep you informed of the activities and events of our school community.

Class Newsletters from your classroom teachers are sent out each week via a link to our Parent Portal.

38.0 PARENT CONSENT FORM

When enrolling children parents are asked to complete an Authority & Consent form for the following details:

- Authorisation for the provision of medical attention for their child.
- Media Consent Form
- Conditions of Uses of Computer and Internet Resources consent form.
- Financial Responsibility.

39.0 HOLY FAMILY PARENTS & FRIENDS ASSOCIATION

The P&F Association represents the parents and carers of all students attending Holy Family. It is a very active and enthusiastic group whose primary responsibility is to act as a communication channel through which members can be informed about school matters, and parent opinion and interests can be relayed to the Principal and school staff.

As well, it aims to promote a spirit of friendship and cooperation within the school community. It is a means by which parents can become actively involved in the life of the school and participate in the educational, spiritual and personal development of their children.

One of the main tasks of the P&F Association is the coordination of parental involvement in social, special project and fund-raising activities within the school community. **The P & F also collects a levy** from each family each term via the school. The school collects the P & F levy on behalf of the P & F and passes on the entire amount to the treasurer of the P & F. These funds are then combined with fundraising to support the purchase of resources for the school. **The current P & F levy is \$50.00 per term per family.**

The P&F Association holds monthly meetings, which enable members to engage in open discussion about a range of school, community, religious and community issues. The P&F Association has an administrative structure that includes a President, Vice-President, Secretary and Treasurer. The Principal, APRE and Parish Priest are all ex officio members of the P&F Association.

The P&F Association has sub-committees that act under the umbrella of the P&F Association.

40.0 PARENTS' INVOLVEMENT IN SCHOOL ACTIVITIES

Your involvement in school activities can demonstrate to your child your interest in his/her education. The following are some ways in which parents can help:

- (a) Listen to your child and respond positively about school activities.
- (b) Assist teachers by helping in the classroom as requested.
- (c) Become actively involved in the P&F Association and its sub committees
- (d) Assist other parents with working bees, social functions and fund-raising.
- (e) Read the School Newsletters thoroughly.
- (f) Attend class/school Masses and liturgies.
- (g) Attend General Parent Meetings.
- (h) Assist in the library.



41.0 PARENT/TEACHER INTERVIEWS

Teachers are willing and available to meet with parents to discuss concerns relating to your child's progress. It is necessary to arrange a meeting date in advance in order to give the teachers time to prepare for a meaningful discussion. Teachers are unavailable for consultation during school hours. It is an expectation that parents would seek an interview for a reasonable purpose, i.e. weekly interviews, or interviews that take longer than 20 minutes may be both impractical and unreasonable. Teachers are now involved in much more planning and after school hours in-service and they need to balance this with pre-planned interviews.

42.0 PARISH INFORMATION

Our school is part of the Holy Family Parish. The Parish Office is located under the Church in Ward Street. Open Monday, Wednesday and Friday from 9am – 12pm. (3371 7446). Every school family is invited to become actively involved in the parish.

43.0 PARKING & SAFETY

The children's safety needs to be considered seriously by all. Parking in the area is limited and we ask parents to use Cecil Street for drop off and pick up drive through for quick convenience. If you need to leave your car and walk into school, please park in other streets. **Please do not pull into the driveway or parking bay near the Church.** This puts not only our students and parents at risk but also passing pedestrians.

44.0 POLICIES

The school newsletter periodically publishes aspects of school policies. Policies are also available on our Parent Portal/Website.

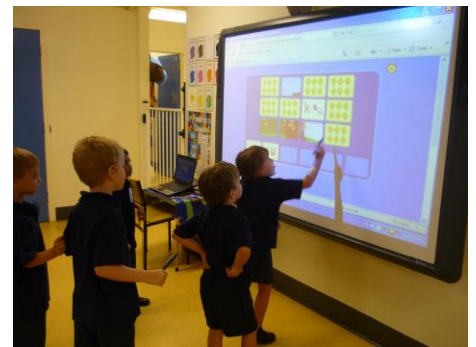
45.0 PREP INFORMATION

Our school is currently inviting enrolment applications for Prep 2021 and 2022. Parents can access enrolment forms either by our online enrolment forms on our website or contacting our school office.

Our school will hold the following events for Parents & children who are seeking further information regarding the transition from Kindy into Prep: **Dates to be confirmed.**

- Prep Open Day & Presentation by Prep Teachers.
- Prep Play Friday Afternoons from 3.15 – 4.00pm
- Parent Prep Orientation Evening
- Prep Orientation Days for the children.

Parents are invited to make an appointment to meet the Principal, discuss our school & your child, view our school and in particular, our Prep environment.



46.0 RELIGIOUS EDUCATION

Our goal in teaching Religious Education is to assist you, the parent, in nurturing your child's faith. Our teachers follow the R.E. Guidelines as set by the Brisbane Archdiocese.

47.0 REPORTING TO PARENTS

Individual student reports are uploaded to the Parent Portal in both the 1st and 4th terms. Parent/Teacher interview opportunities will be available throughout the year. These opportunities are also supported by the use of student folios.

48.0 RESOURCE CENTRE

The Holy Family Resource Centre aims to provide each child with access to the most suitable and up to date reading materials and information resources, both textual and digital, in a friendly learning environment.

We encourage the enjoyment of reading and strive to enhance children's learning experiences by increasing their knowledge of new and familiar resources.

Children may borrow books during class borrowing time. From Prep to Year 3, children need to use a library bag at all times to protect the books.

The Resource Centre is open five days a week including lunchtime when both formal and informal activities are offered, including Makerspace, Coding Club and Typing Club.



49.0 SACRAMENTAL PROGRAMME

The Sacramental Programme is conducted by the Parish with support from the school. The programme is advertised early in the year in both the Parish and School Newsletters. Parents must enrol their children through the Parish Office. Any children in Year 3 and above who have been baptised, are eligible to enrol for the Sacraments of Reconciliation, Holy Communion and Confirmation.

50.0 **SCHOOL ASSEMBLIES:** are held each Thursday morning at 8.30am in the Holy Family Parish Hall or Holy Family Centre.



51.0 SCHOOL FEES

School Fees Accounts are emailed at the beginning of each term. It is our policy that no child will be denied a Catholic education if their parents are experiencing major financial hardship on a short term basis in paying school fees. If this is the case, parents are required to meet with the Principal to discuss the matter in confidence. Any arrangement agreed upon has a limited time frame and must be reviewed at least every six months.

2020 – School Fees

- **Tuition Fees:** \$ 740.00 / term (Single), \$1,185.00/ term (2 children), \$1,555.00/term, (3 children), \$1,785.00/term (4 children).

Additional charges per student:

- **Prep Resources Levy** \$ 200.00 per term per Prep child
- **Sport Levy** \$ 30 per child per term
- **Dance Fever** \$ 40 once per year per student depending on term
- **Diaries** \$ 10.00 Term 1 - Yr 5 & 6 only
- **Technology levies:**
 - \$ 90 per term per child Yr 6
 - \$ 65.00 per term Yrs 3 – 5
 - \$40.00 per term Yrs 1 – 2
 - No technology levy
- **Year 4 & 5 Camp** Approx \$280 (Yet to be determined)
- **Year 6 Canberra Tour** Depends on fundraising for Year 6 students
- **Choir Levy** \$100 per year per students in choir
- **Instrument Hire** \$110 per semester per student hiring a school musical instrument
- **Mathematics text books** \$35.00 (Yr 5 & 6)
- **P&F Levy** \$ 50.00 per term per family
- **Building Fund Donation – Voluntary – tax deductible.** \$115.00 per family per term.

ENROLMENT FEE for ALL new families - \$300 (\$100 Admin Fee + \$200 taken off Term 1 fees).

52.0 SECOND HAND UNIFORMS

A small supply of second hand uniforms is available for sale. Pre-loved uniforms can be donated to the Uniform Shop.

53.0 SPORT & PHYSICAL EDUCATION

Sport and Physical Education are valued at Holy Family as an integral aspect of each child's development. There is a strong emphasis on skill development through a physical education program that is based on fine and gross motor skill development. Children in Years 4 - 6 are also involved in some competitive interschool sports as well. (Netball, AFL, Soccer, Touch Football, Athletics and Swimming)



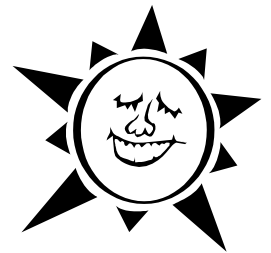
54.0 STORMS & HEAVY RAIN



In the event of an electrical storm occurring around 2.50pm, it is the policy that we will not allow the children to leave the classrooms or designated areas until the storm passes unless attended by parents. **Parents are encouraged to come to the classrooms from 2.00pm** to pick up their children. This is probably the best way of alleviating the problems of too many people converging on the school with the threat of storms around pick up time.

55.0 SUN PROTECTION

Sun protection for the children is vital. Personal sun protection by way of **hat and sunscreen** is a must for each child. We suggest that **parents provide sunscreen** for their child and we will enforce our rule in the playground : "No hat - no play."



56.0 SUPERVISION – BEFORE & AFTER SCHOOL

Teachers are rostered on duty before school, during lunch breaks and after school until 3:20pm. The morning duty begins at 8.10 a.m. Before this time, there is no supervision of children! **Before school care is available from 7 am.** We also suggest that if parents are running late to pick up their children after school that they phone and book their children into After School Care where they will receive afternoon tea and appropriate supervision. Our school office closes at 3.30pm.

57.0 SWIMMING

The children have swimming lessons in 1st and 4th term conducted by our staff at Brigidine College pool. Children are to wear a swimming cap, goggles and sunscreen as well as their swimming costumes. Swimmers, swim caps and sun shirts are available for both boys and girls from the Uniform shop.

Swimming for Preps will begin in Term 1, week two.



58.0 TECHNOLOGY

Computers are an integral part of the classroom curriculum. We have incorporated a school network of classroom computers as well as a one to one laptop and iPad programme for Years 4 – 6. Access to the internet is available to the classrooms with classroom computers.

Children also have access to peripheral technology such as digital cameras, scanners, as well as a range of curriculum and reference software.

Our Preps & Year 1s access class banks of iPads whilst in Year 2, we phase in the use of both iPads and Laptop technologies embedded within the curriculum.



59.0 TENNIS

For many years now, the children of Holy Family have been involved in tennis instruction. Lessons are optional and parents are invoiced directly from the Tennis Coach. **Ross' On Court Tennis 3264 3976**

60.0 TERM DATES FOR 2020 (for the children)

Term 1 commences	Wed 29 Jan	Concludes Fri 3 April
Term 2 commences	Tues 20 April	Concludes Fri 26 June
Term 3 commences	Mon 13 July	Concludes Fri 18 September
Term 4 commences	Mon 6 October	Concludes Fri 4 December
Pupil Free Day Mon 19 October		

61.0 UNIFORMS & UNIFORM SHOP (Located under the Parish Hall)

It is the responsibility of parents to ensure their children come dressed in the correct uniform. We trust that parents will agree that if this is not adhered to and children come dressed in inappropriate or dirty or torn clothing that the children's own standards will decline and this could also influence their general self esteem and learning. We are proud of our school and believe that high dress standards encourage the children to feel the same.

Therefore the following points must be adhered to:-

- **Prep children are to wear their sports uniform as the only uniform for Prep.**

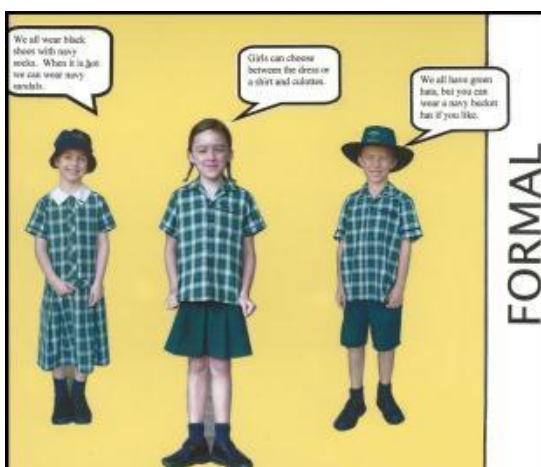
School shoes are black. **Predominantly white sports shoes** are to be worn. No coloured laces. Navy sandals may be worn in summer.

School Uniform Hats must be worn by the children during lunch breaks and class outdoor activities.

Jewellery, nail polish and any accessories, other than school head bands and bows/ties, are not acceptable. Long hair must be tied up so that it does not get in the way of their work, is cooler and is less prone to catching head lice.

All uniform requirements except shoes are available from **our own Uniform Shop**. The Uniform Shop is open each Wednesday from 8.30 a.m.

– 9.30 a.m. For those who find it difficult to attend on Wednesdays, order forms are obtainable from the school office and on the Parent Portal. Orders will be filled each week and returned to your child's class.



Boy's swimwear

wear

GIRLS

- Prep – Bucket Hat
- Green tartan dress
- Green tartan unisex shirt with bottle green Culottes
- Formal Green school hat
- Navy School Pullover
- Sleepers/studs only
- navy ankle length socks & black leather shoes
- Navy blue stockings
- Hair Ribbons.

N.B. Navy sandals without socks may be worn.

SPORTS UNIFORM (Worn twice weekly – days notified in school newsletter)

- Bottle Green skorts
- Predominantly white sandshoes/joggers
- Cap for swimming – house colour
- Bucket Hat
- School sports shirt
- White ankle length socks
- Plain navy or bottle greeny swimmers & Sun safe swim shirt
- (NO COLOURFUL SWIMWEAR)**

N.B. No inappropriate jewellery or multi-coloured head bands.

BOYS

SCHOOL UNIFORM

- Prep – Bucket Hat
- Green tartan unisex shirt
- Bottle Green shorts
- Navy socks & black leather shoes
- Formal Green school hat
- Navy School Pullover

N.B. Navy sandals without socks may be worn.

SPORTS UNIFORM (Worn twice weekly – days notified in school newsletter)

- Bottle Green shorts
- Predominantly white sandshoes/joggers
- Cap for swimming – in house colour
- Bucket Hat
- School sports shirt
- White ankle length socks
- Plain navy or bottle green swimmers & Sun safe swim shirt swimwear
- (NO COLOURFUL SWIMWEAR)**

62.0 UNIFORM PRICE LISTS

Are available on the Parent Portal or from the school office. The Uniform Shop is located under the Hall next to the Art room (Ward Street entrance). Prices are subject to change over the period of the year.

63.0 VISITORS PROCEDURES

All visitors, parent helpers, contractors are required to present to the school administration area when arriving at the school. They will then sign in and be given a numbered name tag, so as to communicate to others that they have been registered. When the visit is complete the name tag is then signed back in by the visitor. This requirement is for the safety of our children. Parent volunteers are required to complete an induction programme for Volunteer Student Protection before volunteering in classrooms or on school excursions. Please see your classroom teacher or office staff for more information.

64.0 WORKPLACE HEALTH & SAFETY

A Workplace Health and Safety committee has been formed to advise and support the Principal in the areas concerning safety not only for the children but for all those who work at the school or visit. Priorities are set by this committee and depending on available funds appropriate action is planned. Your support is valued by way of communicating what you see as reasonable safety needs for our school environment.

