St Joseph’s School
WYNDHAM

Parent Handbook
ST JOSEPH’S SCHOOL, WYNDHAM

School Vision
In the spirit of St Mary of the Cross MacKillop, St Joseph’s School Wyndham is a welcoming and supportive Catholic Community. We challenge our community members to discover God in themselves and in others, and to live by Gospel values. We are committed to enabling personal growth and academic excellence. We respect cultural diversity and acknowledge and share our differences.

School Mission
Recognition of the cultural diversity of St Joseph’s School in Wyndham permeates all teaching and learning through mutual sharing of the development of meaningful relationships.
We develop relationships by:

- Bearing witness to Jesus’ message by the way we live, the way we relate to each other, and participation in parish/school life.

- Providing a challenging and comprehensive curriculum that through best practise, promotes a respect of learning and a positive view of self as a lifelong learner for every individual.

- Ensuring that the needs of the whole person are met - spiritually, socially, emotionally, academically and physically.

- Demonstrating our support through open communication, pastoral care and service.

- Committing to continuously building partnerships with the community to encourage regular attendance and engaged learners.

Values and Beliefs
- We believe that the parents are the first educators of their children.
- We will always personally do our best to meet the needs of our students.
- We will support all staff and students to be their best.
- We will be honest and positive in dealing with all community members.
The St Joseph’s School logo is a Cross with a representative graphic of the Bastion and the Sun. The cross reminds us that we are a Catholic School, centred on Christ. The Bastion (Five Rivers Lookout) and the sun are significant natural elements of the area. The Logo is completed with our school motto ‘We Are One’.

The school’s motto

‘WE ARE ONE’

St Joseph’s motto – WE ARE ONE – has several layers of meaning for the St Joseph’s School Community. It reflects the passage in Scripture where Jesus explains the possibility of our personal relationship with God being as close as the relationship Jesus has with God. It also acknowledges inclusive cultural diversity.

Our motto reflects a family atmosphere and states that families and staff work together for the benefit of the students.

JOHN 17: 20 – 23
I do not ask for these only, but also for those who will believe in me through their word, that they may all be one, just as you, Father, are in me, and I in you, that they also may be in us, so that the world may believe that you have sent me. The glory that you have given me I have given to them, that they may be one even as we are one, I in them and you in me, that they may become perfectly one, so that the world may know that you sent me and loved them even as you loved me.

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Welcome

St Joseph’s School focuses on Christ as our central inspiration, treating each other with dignity, respect and a sense of service. At St Joseph’s School, we are called to work together in love, truth, justice and reconciliation. By becoming partners in the education of the children of Wyndham, students, parents and school staff journey together towards a fuller experience of life.

Working together, we aim to give the students the best education possible, nurturing their spiritual, social, emotional, physical and academic needs.

At St Joseph’s School we aim to form young people who:

• learn their value as human persons
• respect the dignity, culture and rights of every human person
• aim to live each day in the Christian way of love
• develop the gifts of body, intellect, emotion, spirit and use these gifts for the benefit of all.

Pastoral Care is integral to the daily life of our school and is experienced whenever people of our school community interact creatively. At St Joseph’s School, we aim to realize the gifts within each person. The holistic education of each child is the central core for our mission as parents and teachers. The child is at the heart of all our teaching. In 2014 we have a part-time Pastoral Care Officer – Ms Sunny Duinker. If you need help dealing with your children as they go through normal developmental stages of childhood, or you are simply having a tough time and could do with some assistance, you are most welcome to make an appointment to see Sunny. Through Sunny, the school may be able to assist you.

We believe that as parents and guardians you are the first and most vital teachers of your children. Keeping this in mind, the guidance, care, love and support that each child receives from home will benefit the follow up support that the school provides.

From all the staff at St Joseph’s School, we warmly invited you in to our school, as you work with us on our journey of evangelisation, education and witness for your children.
STAFF FOR 2014

Parish Priest - Fr Joel
Assistant Parish Priest - Fr Frank
Administration Assistant - Jane Petz
Cleaner – Deb Strickland
Canteen Manager – Kim Smith
Garden/Grounds person – Brook Duffill

TEACHING TEAMS and COORDINATORS

Kindergarten/Pre Primary – Ms Kylie Hardtville and Ms Sally Johnson
Year 1/2 – Ms Jane Speekman and Ms Flokay Beck
Year 3/4/5 – Ms Georgina (Gina) Van Veen and Ms Jean O’Reeri
Year 6/7 – Mrs Gabrielle (Gabby) Franco and Ms Sunny Duinker
Community Liaison Officer - Ms Zabra (Zabby) Birch
Religious Education – Mr Damien Forrester
Literacy Coordinator – Mrs Kylie Hardtville
Early Childhood Coordinators – Mrs Kylie Hardtville and Ms Sally Johnson
Numeracy Coordinator – Mrs Gabby Franco
Reading Recovery – Ms Katie Sanders
Physical Education – Mr Damien Forrester
Pastoral Care – Sunny Duinker
BluEarth – Mr Damien Forrester
Aboriginal Studies – Ms Jean O’Reeri
Early Morning Supervision – Ms Flokay Beck
Computer Technology – Ms Gina Van Veen
PATHS Coordinator – Ms Gabby Franco
Newsletter and Community Liaison - Ms Zabrina (Zabby) Birch
Library – Ms Tarney McGinty
Principal – Ms Naomi Martin
SCHOOL TIMES

Early morning supervision begins at 6.30am in the library. Students are welcome to play board games and appropriate games on computers and ipads at this time. Students who arrive at school before 7.30am should proceed to the library to be supervised.

Playground supervision begins at 7.30am

PARENTS ARE ENCOURAGED TO COME INTO THE CLASSROOMS AT 7.30am TO READ WITH YOUR CHILD.

BELL TIMES

7.40am  Morning assembly – messages and prayer
7.45am  Teaching and Learning commences
9.45am  Recess
10.15am  Teaching and Learning
12.15pm  Lunch - in classrooms
12.30pm  Lunch Playtime
1.00pm  Teaching and Learning
2.15pm  Dismissal

For the children to benefit fully from the curriculum being taught at the school and to cause minimal disruption to others, students are expected to be punctual for all classes. It is vital that all children are at school ready to commence their day at 7.40am each morning.
PARENTAL INVOLVEMENT

Parents and friends in our community are very welcome to come into the school and help out in many varied ways. In all classrooms learning begins at 7.45am and parents are encouraged to come in and help in the classrooms. You are encouraged to come in from time to time and read with your child from 7.30am – 7.40am.

We encourage all parents to come and share their gifts and skills with us, please come and talk to one of our Teachers or Aboriginal Teaching Assistant’s (ATA’s) if you would like to volunteer to be part of our day to day school life.

LITURGIES

Prayer and liturgies are celebrated daily and on special feast days and throughout the liturgical year.

Whole school masses are held at the different times during each term. Please see the school planner. The students and teachers put a lot of work into making the mass a prayerful and meaningful celebration. Parents are notified about these celebrations in the school newsletter.

Please come along as it is uplifting to see parents/community members celebrating with their children and supporting the children in nurturing their faith.

ASSEMBLIES

Whole school assemblies are held every Friday at 12.15pm in the undercover area.

The assemblies are led by children from our student leadership team. It is a great chance to celebrate the children’s achievements and give out awards for excellent classroom and playground achievements. Classes prepare and assembly item to perform at assembly. Please see planner or newsletter. Assemblies are a valuable opportunity for parents/community members to come along and see the great work the children are doing in class, so please come along and show your support for the students and the school.
REPORTING TO PARENTS

Parent teacher interviews are held at various times during the year. Please see newsletter and parent letters for times and dates. Parents meet with classroom teachers and ATA’s to receive their child’s learning journal, and/or discuss strengths and weaknesses of the child and the future plans. This is a valuable opportunity to hear about your child’s progress and how you can further support your children at home. Every child completes a learning journal in term one and three, and takes home a summative report at the completion of term two and term four. We appeal to all parents to come in for the interviews to discuss your child’s progress. The education of your child is the responsibility of the parent and the teacher. Neither can do it alone.

Parents are welcome to make an appointment to see teachers at any time during the year.

FOOD AND REFRESHMENTS

All students need to be provided with a healthy snack for recess and lunch every day. For children to be able to learn and work at their best level, they need to have regular healthy meals. Lunches are available for purchase from the canteen. All classrooms have access to a refrigerator so if food is being brought from home it can be kept cool.

Centre-pay facilities are available through the school office if you wish to make small regular payments from your benefits to cover canteen and uniform costs. Past experience has demonstrated that Centre-pay the best way to keep abreast of costs.

We ask that parents keep track of their canteen accounts. You will be notified when they reach $50.00 or more. Please make every effort to pay accounts regularly. If the school has to carry these expenses, it takes funds away from other necessary events in the life of the school such as excursions and technological updates.
UNIFORM

All students are expected to wear the correct school uniform to school every day. Uniforms are available from school – please enquire at the office.

St Joseph’s Shirts – $25.00
Shorts – $10.00
School cap $5.00
School wide brimmed hat - $10.00

HAT POLICY

In line with our Sun Safe Policy, the students are expected to wear school hats at play, lunch and when participating in outdoor activities. If students do not have a hat they will be under verandas at lunchtime. Please ensure your child brings a named school hat to school each day.

USE OF TOILETS

Please ensure your child knows the correct behaviours when using the toilets. This includes flushing the toilets, washing hands and leaving toilet rolls on their holders. Children must be toilet trained before they commence school.

MEDICAL ATTENTION

The school only carries basic First Aid supplies. Please make sure your child sore’s, boils and ailments are looked after at home or at the hospital before they come to school. If a child becomes sick whilst at school, parents will be contacted for the parent/guardian to take them to the hospital. It is very important that the school has up-to-date phone contact numbers for parents, caregivers and family emergency contacts.
ATTENDANCE

By law, students from Pre-Primary to Year 7 are expected to be at school every day unless they are sick or are away on cultural or family business. It is helpful if you notify the school before or after the child’s absence if they are sick. Students in Kindergarten are encouraged to attend school on all allocated Kindergarten days. Kindergarten days for St Joseph’s Wyndham are Monday, Tuesday and Friday.

Missing one day of school can have a profound effect on your child’s education. Consistency is the key to education. If the consistency is broken, learning is disjointed and somewhat ineffective.

It is the parent’s responsibility to have their children at school on time and the beginning of the day and ready to learn. Ready to learn means the students need to be clean and have eaten before they come to school. If for any reason, your child has missed breakfast, St Joseph’s can provide them with a simple breakfast at school.

STUDENT MANAGEMENT

At St Joseph’s School we aim to lead the students become responsible monitors of their own behaviour. As such, in the majority of cases, the laws of natural consequences apply. Students are expected to follow the class and school rules, which emphasise respect for themselves, for others, for property and for the environment. On the playground we expect the same respect as in the classrooms. Arguing and fighting, defiance of teachers and swearing at others is not acceptable at any time. We ask for parental support in this matter.

All staff follow the PATHS model when dealing with behavioural management of the children. PATHS is a program taught across our Kimberley school which fosters knowledge of the self and promotes self-esteem, responsible choices and healthy relationships by promoting alternative thinking and problem solving strategies.

Parents are very welcome (and encouraged) to attend classes when the PATHS program is being taught. It is a valuable opportunity to hear the knowledge and strategies being presented to your child to help them become responsible and confident young people. We believe that by working together (parents and school staff), the students have the best opportunity to flourish.

Once again, welcome to the New Year.