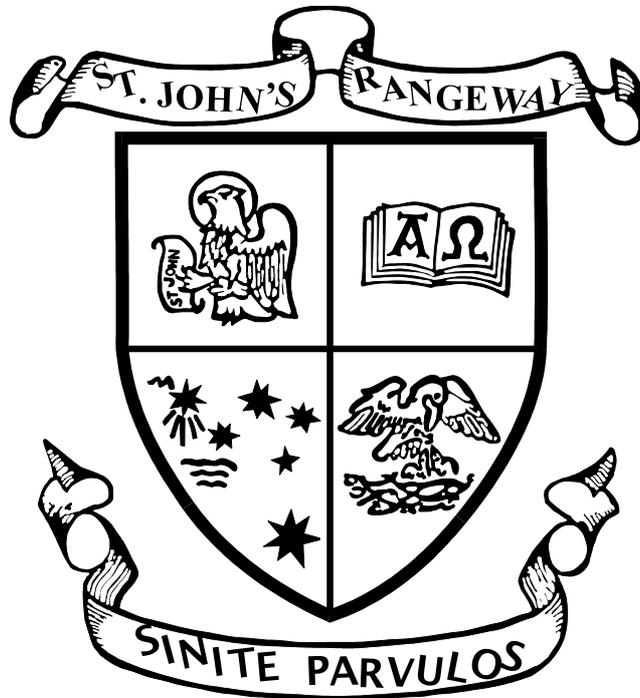


ST JOHN'S SCHOOL



INFORMATION BOOKLET

ENQUIRIES

School office hours are from 8.15am – 3.30pm Monday to Friday.

Telephone 9921 4166

Fax 9921 6753

E-mail admin@stjohnsrway.wa.edu.au

Web page www.stjohnsrway.wa.edu.au

Welcome to St John's

St John's School is a family oriented community that endeavours to foster a love of learning with a stimulating, caring environment. St John's School is a single stream Catholic primary school located in Tamar Street, Rangeway. St John's caters for children from Kindergarten to Year 6, with a student population of 240.

St John's offers mainstream education and has a variety of specialist teachers. It is a well equipped school with the Internet available throughout the school. The school is fully airconditioned, has a wide range of resources available and a well stocked library.

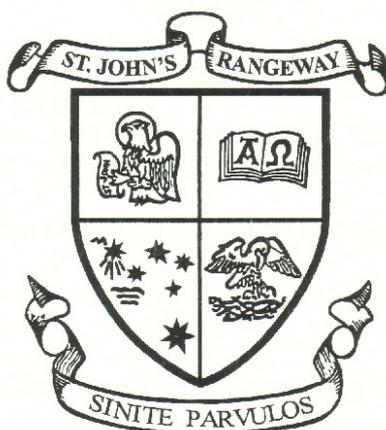
Mission Statement

The mission of St John's School is to provide a Catholic, caring, supportive environment in which students can grow in God's likeness. Within this framework we aim to develop each of our students spiritually, academically, physically, socially and emotionally to his or her full potential. Further, we aim to assist the development of self-esteem and respect for others, so that each of our students becomes a positive, contributing member of the community.

History

St. John's School started in 1969, over forty years ago. The school had only two classrooms, which were in today's library. These rooms were also the church on Sunday. The area behind the library desk and the music storeroom were the entrance and staff room in those early days of St. John's. There were just over 30 children in the school then. St. John's has continued to grow in size and student population. The school is a full single stream primary school with seven classrooms, Kindergarten, Preprimary, library, IT room, art room, music room, administration area and extensive outdoor facilities.

SCHOOL CREST



The Eagle in the crest is the symbol associated with St John, one of the twelve apostles and the person who the school is named after. It is also a symbol meaning courage, strength and excellence.

The Pelican is a symbol of the school looking after the hearts and minds of the young. It is a symbol taken from the Coat-of-Arms of Bishop Thomas who was Bishop of Geraldton when the school was founded.

The Open Book with the Greek letters Alpha and Omega is a symbol of learning in all areas of the school.

The Southern Cross is a symbol of our country Australia while the M and Star represent Mary, Mother of God, and the Presentation Sisters who were the founding sisters of St John's.

School Motto

The school motto **Sinite Parvulos** (see-knee-tay Par-voo-low-ss) means **Let the Little Children** and is taken from St. Mark's Gospel.

School and Church

St John's School and Parish work closely together to enhance the education in faith and the pastoral care of our students. Our Parish Priests take an active interest in the school and assist in the school's sacramental programme. St John's Church is used regularly for whole school masses and liturgical singing. As a school we see ourselves as being an integral part of St John's Parish.

Parents, Students and Teachers

The teachers of St John's believe that a strong parent-student-school partnership is the key to a truly successful school. If all three "partners" actively strive to achieve the same goals then our students have a greatly increased chance of fulfilling their potential. To this end parents are encouraged to involve themselves in many facets of the school's life - from helping in classrooms and the canteen, attending assemblies, to serving on the School Board and the Parents and Friends Association.

This is your school and so we encourage you to make frequent contact with your child's teacher. Your presence in the school is always welcome. Further, we seek your active support of school policies.

Curriculum

St John's School is committed to providing excellence in educational curriculum. The implementation of the Curriculum Framework is a school priority and involves instruction in Religion, The Arts, English, Health and Physical Education, Mathematics, Science, Society and Environment, Technology and Enterprise. A strong emphasis is placed on the acquisition of literacy and numeracy skills in all grades. St John's has adopted the RAISE programme to assist in the teaching of literacy.

Our teachers set high standards and expectations for our students which are based on the belief that all students can learn. We strive to maintain a safe, orderly and positive learning environment, with a focus on the improvement of

student achievement and an active "living-out" of the Gospel values of love, justice and caring for one another.

Specialist education is offered in selected areas and these focuses may change depending on school priorities and resources.

Additional Educational Assistance

The teachers at St John's are concerned with providing all students with assistance to reach his or her full potential. When needed, teachers design Individual Education Programmes of work or if necessary the child will be offered small group support instruction. St John's School works closely with the Catholic Education Office and local agencies to provide ongoing support for students.

Physical Education

St John's actively encourages all students to be aware of their health and fitness needs. Daily Fitness is conducted from 8.45am – 9.00am each Monday to Thursday, during which time the students work in the areas of ball skills, jumping, skipping, climbing and running. Physical Education is a 60 minute lesson for all classes on Fridays, when students wear their sports uniforms. Physical Education lessons encourage fitness, skill development and game skills. A large array of sports is offered during these lessons and is taught in five week units.

St John's also conducts our own swimming and athletics carnivals, as well as cross country events. At the interschool level St John's participates in athletics, cross country, netball, hockey, football, cricket, soccer and tee ball. All students are encouraged to represent their school in competitive teams. Regional Development Officers and visiting sports identities are always made welcome to share their skills with the students.

Leadership Programme

St John's encourages all students to develop their own leadership skills. To enhance this development, all Year 5 and 6 students participate in a leadership camp early in Term 1. Students select to participate in ministries in the areas of environmental, spiritual, communication, social and sport. Each ministry meets on a regular basis and fulfils numerous roles to help the smooth running of the school. Each ministry has two representatives who are on the Student Council and from the Student Council Head Boy and Head Girl are chosen.

Information Technology

St John's students have frequent access to a fully equipped, modern computer laboratory as well as computers in each classroom. In line with our aim of preparing our pupils for the demands of society, the use of computers will be integrated across the curriculum. The school library/resource centre is also automated.

Co-Curricula Activities

During the school year there are a number of activities that are provided outside of normal school hours. These may include special Masses, Graduation, concerts, parent / teacher nights, report interviews, parent meetings for Sacraments and camps and other such events.

These events are always organised with the needs of the students in mind, therefore attendance is compulsory.

Communication

- Parents are recognised as the prime educators of their children therefore a common understanding between teachers, parents and students is encouraged. At St John's we use a three way approach in the evaluation and assessment of your child's learning that incorporates input from school, home and students.
- Parent Evenings are held in each class at the commencement of the school year.
- If parents have any queries regarding their child's schooling, they are encouraged to make an appointment to discuss the matter with the teacher. After the meeting with the teacher, an appointment can be made with the Principal if further clarification is required.
- Communication Books and student diaries are also used to liaise between home and school.
- Parent / teacher meetings and interviews are held during the year so that parents can be informed of classroom operations and the progress of their child.
- A weekly newsletter is sent home so that parents can be informed about the activities happening at the school. The first newsletter of each term is usually accompanied with a calendar of events.
- The parent notice board also carries important information.
- The open communication between home and school is encouraged at all times. Parents are asked to seek information from the appropriate sources so that accurate information is received and queries can be responded to.

Discipline

At St John's a high standard of behaviour is expected from all the students. Positive reinforcement is used by teachers to encourage appropriate behaviour and respect for others. Classroom rules are established in a collaborative manner.

A shared belief at St John's is that a teacher's time should be used to help all children learn and their time should not be spent disproportionately on a minority that may chose to make inappropriate choices.

Should there be continued occurrences of inappropriate behaviour then the procedures outlined in the school's discipline policy are followed. Parents are informed of behavioural problems promptly and are expected to work with the school in rectifying the situation.

St John's is proactive in addressing bullying issues and promotes a safe and happy learning environment for all students.

It is important to remember that students are ambassadors for the school whether they are at school or in the wider community.

Parental Involvement

St John's is fortunate to enjoy a large amount of parental involvement. This not only enhances the learning programmes but also gives parents the opportunity to be a part of their child's education at school. There are a wide range of areas that parents can assist in classroom programmes such as classroom helpers, writing rosters, reading rosters, library helpers and so forth. The two official parent bodies at St John's are:

School Board

The School Board assists the Principal in a number of ways with the two main areas being financial management and capital development. The School Board is accountable to the Catholic Education Commission of W.A. Each year an Annual General Meeting is held and all parents, except those employed by the school, are eligible for election.

Parents and Friends Association

Parents and guardians are expected to be active participants within the Parents and Friends Association which exists to improve the educational facilities for the students, provide a forum for school / home liaison and organise social events. Meetings are held each month and parents are informed of the time in the newsletter at the beginning of the year. It is expected that every family will be represented at these meetings.

Canteen

The school canteen operates on Monday, Wednesday and Friday of each week and offers reasonably priced recess snacks and lunches. Lunch orders need to be placed with the canteen prior to the start of school. Parents are encouraged to nominate themselves to help out in the canteen at least once per term.

School Fees

School fees are an essential source of income for St John's and are set each year by the School Board on advice from the Catholic Education Office. If there is a problem with the payment of fees, parents are asked to contact the Principal for a confidential discussion.

The school fees for the coming year will be presented at the School Board A.G.M. A current school fee brochure and explanation of charges is given to each family on enrolment.

Kindergarten

Students who turn four years old before July 1 are eligible to attend Kindergarten. The hours of operation are from 9.00am to 3.00pm on Tuesday and Thursday and 9.00am to 12.00pm on Wednesday.

Children wear clothing that permits freedom of movement and shoes that are easy to take off and put on. Wearing of school uniform is not encouraged. However the children are welcome to wear the St John's School Kindy t-shirt.

It is extremely important that children are picked up on time, as they can get quite upset if left waiting. As children need to be supervised at all times, it means the teacher cannot carry on with other duties until all children are collected.

Parent meetings are held to explain the Kindergarten operation.

Pre Primary

Wearing of school uniform is not encouraged. However the children are welcome to wear the St John's School Pre-Primary t-shirt. For safety reasons parents are asked to dress children in non restrictive clothing. A spare set of clothes may be useful to keep in their bags. Please **do not** send children in their "Best" clothes as they may become soiled during activities.

The children will attend 5 full day sessions from 8.45am – 3.00pm.

School Timetable

8.15am to 8.45am	Students entry time.
8.45 am	School commences
10.30 am to 10.50 am	Recess
12.20 pm to 1.00 pm	Lunch
3.00 pm	School finishes

Responsibility for students will be taken between 8.15am and 3.45pm only. Please do not have unsupervised children at school outside these times.

Assemblies

Commence at 2.30pm on the Wednesday or Thursday of the fifth and last weeks of term.

Punctuality

Punctuality is important in order to ensure a smooth start to the school day. If students arrive late, they disrupt the class routine and require extra documentation in recording their late arrival. Learning to be punctual is also an important life skill. Please look after your child's best interests and support your child's teacher by ensuring that punctuality is observed.

Sickness

If your child is ill, please keep him / her at home until he / she has recovered. If a child becomes ill during the day, parents will be notified. Please call the school if you require information on communicable diseases.

Notification

If your child is absent due to sickness or other family reasons, a written note is required. Please inform the teacher and the office of any change of address or telephone number.

Should a child need to be collected during the school day for any reason, the Student Movement Book in the office needs to be filled in. If the child returns to school during the day, this needs to be noted in the book also.

Birthdays

If you wish to celebrate your child's birthday at school, it is a good idea to send along little party cakes or a biscuit slice for each child. This is easier than trying to cut up a large cake into small pieces. Please note this is not compulsory and you need only participate if you wish to.

Uniforms

A pleasing feature of our school is the pride taken by all children in wearing their school uniform.

Girls

School dress

Brown school sandals (not surf sandals)

or black school shoes with white socks

School jumper

Boys

Grey shorts or trousers and grey school shirt with emblem

Brown school sandals (not surf sandals)

or black school shoes with St John's grey socks

School jumper

Sports Uniforms – Boys and Girls

Bottle green (taslon) shorts

School sports shirt

Sports shoes (predominantly black) and white ankle socks.

St John's hat

The sports uniform is worn each week on Blue Earth Days & Friday, which is Sports Days, at the Annual School Sports Carnival and on other occasions when the children represent the school for sporting functions.

All items of the school uniform are to be purchased from the school uniform shop (open 8.20am – 8.45am Monday & Fridays).

Please ensure that all clothing is named.

Hat: St John's School has a policy "No hat, no play in the sun". Children must wear hats when outside from Term One to Term Four. School hats are sold in the school office. Children with no hat will be required to remain on veranda during outside play.

Grooming

Boys

Hair should always be neat and tidy and should not reflect the extremes of any current fashion. Razor cuts should be no shorter than a "Number Three". No jewellery may be worn other than a functional watch. Chains with

medallions or crucifixes need to be worn inside clothing. Shirts need to be tucked in at all times except when sports uniform is worn.

Girls

Hair should always be neat and tidy and should not reflect the extremes of any current fashion. No jewellery may be worn other than a functional watch. Chains with medallions or crucifixes need to be worn inside clothing. Make up, including nail polish is not to be worn. Shirts need to be tucked in at all times except when sports uniform is worn.

Hair below collar length must be tied back with a green ribbon. Fashion or fad hairclips are not part of the uniform. Students are not to have hair coloured or bleached. Only matching sleeper earrings or studs to be worn. One earring or stud of a matching pair to be worn in each ear. An earring in one ear only is not to be worn. No other body piercing is permitted.

School Bus

Enquiries about school bus operations should be addressed to the Geraldton Bus Service. Phone: 99 232225.

The school supports the bus driver's right to refuse to transport students who misbehave on the bus. Misbehaviour reported on the bus is treated as a serious matter.

Medication

The school's policy on the administering of medication has been developed with the students' well being in mind, in accordance with the directions from the Catholic Education Office. It is preferred that all medication is given by parents or guardians or by the students themselves. In the case of an extraordinary situation regarding the distribution of medication, please obtain a policy document and form from the office.

Library

Every student from Pre- Primary to Year 6 has access to the school library and the borrowing of books is strongly encouraged. Any books taken home must be placed inside a waterproof library bag and cared for. The cost of replacing damaged or lost books will be met by parents. Please note your child's library day as advertised in the first newsletter of the year and ensure they have their library book with them.