

2022

Information Booklet



St John's School

School Office Hours:
Monday to Friday
8:15am – 3:30pm

Telephone: 99 200 100
Email: admin@sjr.wa.edu.au
Website: www.sjr.wa.edu.au
Facebook: @stjohnsrway

Welcome

St John's School is a family-oriented community that endeavours to foster a love of learning within a stimulating, caring environment. St John's School is a single stream Catholic primary school located in Tamar Street, Rangeway. St John's School caters for children from Kindergarten to Year Six, with a student population of approximately 200 students.

At St John's School, we endeavour to prepare the students as lifelong learners. The St John's School learner is asked to be a critical thinker, creative, independent, collaborative, engaged, resilient and persistent. These proficiencies are constantly developed and applied across all facets of life at St John's School.

Mission Statement

The purpose of St John's School is to:

1. **Catholic Identity** - Inspiring our community to develop their faith through acceptance of all individuals.
2. **Education** - Providing a holistic education that caters for all individuals.
3. **Stewardship** - Supporting and responding to the diverse needs of all individuals.
4. **Community** - Accepting and supporting the St John's Community to nurture the full potential of all individuals.

History

St John's School started in 1969. The school had only two classrooms, which were in today's Library. These rooms were also the Church on Sunday and the area behind the Library desk was the entrance and Staffroom. There were just over thirty children in the school then. St John's School has continued to grow in size and student population. The school is a full single stream primary school with eight classrooms, including Kindergarten and Pre Primary, Library, Technology Hub, Art Room, School Hall, Administration Area and extensive outdoor facilities.

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 Moral Purpose

'Every Story Every Opportunity' provides the founding purpose of our core business at St John's School. It is vital we know the story of every student so we can successfully provide every opportunity to inspire, provide for, support and accept every individual.

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 the Bishop of Geraldton when the school was founded.

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.

School Prayer

The School Prayer was written and presented to the School Community in 2019 as part of the St John's School 50 Year Anniversary Celebrations. The School Prayer was created with input from students, staff, the School Community, local Aboriginal Community members, Catholic Education Western Australia, Father Larry Rodillas and Bishop Michael Morrissey.

St John's School Prayer

*Lord of all creation,
May we show the courage of St John in all we do.
Let us, the little children, jinjamarda mayu, follow the lantern of Nano Nagle.
As a family, may we learn together, with God, as Fruit of the Spirit.
Bless us and the land that we care for and love.
Amen.*

School and Parish

St John's School and Parish work closely together to enhance the education in faith and the pastoral care of our students. Our School and Parish Priests, Father Bernard Balaraj and Father Robert O'Bryan, takes an active interest in the school and assists in the school's Sacramental Program. 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 Staff

The staff of St John's School 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 Advisory Council and the Parents and Friends' Association.

This is your school and so we encourage parents and carers to make frequent contact with your child's teacher. Your presence in the school is always welcome. Further, we seek your active support of the Code of Conduct and School Policies.

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 School we use a three-way approach in the evaluation and assessment of your child's learning that incorporates input from school, home and students.
- Personalised Learning Plan Meetings (PLPs) are held twice a year with the classroom teacher, student and parent/carer meeting to set learning goals.
- 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 Seesaw are also used to liaise between home and school.
- A weekly School Newsletter is produced so that parents can be informed about the activities happening at the school. The first School Newsletter of each term is usually accompanied with a calendar of events.
- The notice boards also carry 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.

Curriculum

St John's School is committed to providing excellence in educational curriculum. The implementation of the Western Australian Curriculum is a school priority and involves instruction in Religious Education, The Arts, English, Health and Physical Education, Mathematics, Science, Humanities and Social Sciences, Technologies and Languages. A strong emphasis is placed on the acquisition of literacy and numeracy skills in all grades.

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 learning is offered in selected areas and these focuses may change depending on school priorities and resources. The students at St John's School are also offered opportunities to participate in a range of extra curricula activities to provide extension. These initiatives include Numero Challenge, STEM Challenge, Interschool Spelling Bee, Solar Challenge and the St John's School Enrichment Program.

Additional Educational Assistance

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

Physical Education

St John's School actively encourages all students to be aware of their health and fitness needs. Daily Fitness is conducted from 8:45am – 9:00am three days per week, during which time the students work in the areas of ball skills, jumping, skipping, climbing and running. Physical Education is a sixty minute lesson for all classes on Fridays, when students wear their sports uniform. 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. A Specialist Physical Education Teacher works with the students for sixty minutes per week, on Tuesdays and Wednesdays.

St John's School also conducts its own Faction Swimming, Cross Country and Athletics Carnivals. At the interschool level, St John's School participates in athletics, cross country, netball, football and cricket. 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.

Student Leadership Program

St John's School encourages all students to develop their own leadership skills. To enhance this development, all Year Five and Six students participate in a Leadership Camp early in Term One. Students select to participate in Student Ministries in the areas of Environmental, Spiritual, 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, the Head Boy and Head Girl are chosen.

Digital Technology

St John's School students have access to a contemporary Technology Hub as well as a suite of digital technology within each classroom. St John's School utilises digital technology to help students develop their critical, creative and collaborative learning skills whilst fostering engagement and new learning opportunities. The use of technology is integrated flexibly across the curriculum.

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

Behaviour Management

At St John's School, 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 School 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 choose to make inappropriate choices.

Should there be continued occurrences of inappropriate behaviour, then the procedures outlined in the school's Behaviour Management 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 School 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 School 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, such as classroom helpers, writing rosters, reading rosters, library helpers and so forth. The two official parent bodies at St John's School are:

School Advisory Council

The School Advisory Council assists the Principal in a number of ways with the two main areas being financial management and strategic planning. The School Advisory Council is accountable to the Catholic Education Commission of Western Australia. Each year, an Annual General Meeting is held in November and all parents, except those employed by the school, are eligible for election.

Parents and Friends' Association

Parents and carers are encouraged 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, organise social events and build community. Meetings are held three times a term and parents are informed of the dates and times in the weekly School Newsletter. It is hoped that families will be represented at these meetings.

Canteen

The School Canteen operates on 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.

School Fees

School fees are an essential source of income for St John's School and are set each year by the School Advisory Council on advice from Catholic Education Western Australia. 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 Advisory Council Annual General Meeting. A current school fee brochure and explanation of charges is given to each family on enrolment.

Health Care Card Scheme

Catholic schools in Western Australia provide eligible current Health Care Card holders a discount on tuition fees only. A current Health Care card needs to be sighted and an additional Rebate Form needs to be filled in. Please note that not all Health Care Card holders are eligible. Please contact the School Office if you have any queries.

The inability to pay school fees does not preclude any child from attending St John's School. Parents who are unable to access the Health Care Card Scheme but would still have difficulty in making school fee payments, should see the Principal to discuss the availability of alternative fee payment arrangements.

Kindergarten

Students who turn four years old before 1 July are eligible to attend Kindergarten. The hours of operation are from 9:00am to 3:00pm on Tuesday, Wednesday and Thursday.

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

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. A Parent Meeting and Orientation is held to explain the Kindergarten operation.

Pre Primary

Pre Primary is the first year of compulsory schooling. The children attend five full day sessions from 8:45am – 3:00pm.

The wearing of the 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.

School Timetable

8:15am to 8:45am	Students' entry time
8:30am	Classroom doors open (Pre Primary-Year Six)
8:45am	School commences
8:45am	<i>Classroom doors open (Kindergarten)</i>
10:30am to 10:50am	Recess
12:20pm to 1:00pm	Lunch
3:00pm	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.

School Assemblies

Commence at 2:20pm on a Thursday. These occur approximately every three weeks, as advertised on the Term Planner and within the School Newsletter.

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 notify the school prior to 9:00am if your child will not be at school or if you require information on communicable diseases.

Notifications

If your child is absent due to sickness or other family reasons, notification in the form of a phone call, written note or email is required. Please inform the teacher and the School 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 Sign In/Sign Out Book in the School Office needs to be filled in. If the child returns to school during the day, this also needs to be noted in the book.

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.

School Bus

Enquiries about school bus operations should be addressed to the Geraldton Bus Service by phoning 99 232 225.

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.

Uniforms

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

Kindy and Pre Primary

No school formal uniform. This is only worn by Year One to Six students. It is not to be worn by Kindy or Pre Primary children. Optional Kindy and Pre Primary school t-shirt is available for purchase.

School Uniform – Girls

- School dress
- Brown school sandals (not surf sandals) or all black lace up joggers with St John's School white socks
- Tracksuit jacket or school jumper

School Uniform – Boys

- Grey shorts or trousers and grey school shirt with emblem
- Brown school sandals (not surf sandals) or all black lace up joggers with St John's School grey socks
- Tracksuit jacket or school jumper

Sports Uniforms – Boys and Girls

- Bottle green shorts
- School sports shirt
- Sport lace up joggers (all black)
- St John's School white ankle socks
- St John's School hat
- Optional - tracksuit pants and/or tracksuit jacket on Sports Days
- Plain faction coloured t-shirt for Faction Sports Carnivals

The sports uniform is worn each week on Physical Education Days and Fridays, which is Sports Day, and on other occasions when the children represent the school for sporting functions. The plain faction coloured t-shirt is worn for our Faction Sports Carnivals.

The majority of items for the school uniform are to be purchased from the School Uniform Shop, open 8:20am – 8:45am on Mondays.

Please ensure that all clothing is named.

School Hat

St John's School has a policy of 'No hat, no play in the sun'. Children must wear the school hats when outside from Term One to Term Four. School hats are sold in the School Office. Children without a hat will be required to remain on verandah 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'. Hair needs to be above the collar. Students are not to have hair coloured or bleached. 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. Hair below collar length must be tied back with green accessories. Fashion or fad hairclips are not part of the uniform. Students are not to have hair coloured or bleached.

Jewellery

Please note the following guidelines in regard to jewellery:

- A functional watch is permitted
- Chains with medallions or crucifixes are to be worn inside clothing
- Make up, including nail polish, is not to be worn
- Matching silver or gold sleepers or studs may be worn
- Earrings are not permitted to have coloured stones or diamantes
- No other body piercing is permitted

Medication

The school's policy on the administering of medication has been developed with the students' wellbeing in mind, in accordance with the directions from Catholic Education Western Australia. It is preferred that all medication is given by parents or carers 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 School Office.

School Library

Every student, from Pre Primary to Year Six, 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 School Newsletter of the year and ensure they have their Library Bag with them.

School Newsletter

The weekly School Newsletter is sent home via SMS. It can also be sent home via email on request. Through it, parents are informed of all forthcoming events, meetings etc. Other information about which parents need to be aware is also communicated via the School Newsletter. It is very important that time be taken to read the School Newsletter so you are informed of what is happening in the school.

Specialist Learning Areas

In 2022, the following Specialist Learning Areas will be offered at St John's School:

- Physical Education
- The Arts (Visual Arts)
- The Arts (Music)
- Health
- Languages (Indonesian)

Book Club

The Ashton Scholastic Book Club order forms will be sent home and children may buy any of these books. Books will be distributed following delivery to the school. A small percentage of sales are returned to the school in the form of book purchases, which enlarges our School Library collection.

It is hoped that the information gathered in this Information Book will assist our families in understanding the aims, routines and procedures of St John's School, and enable home and school to work together for the good of all students in our community.

Parents are invited and encouraged to be active participants in their children's education. With this in mind, we ask you to send any feedback regarding this Information Book to the school. Your input would be greatly appreciated.