

ST JOHN'S SCHOOL



INFORMATION BOOKLET

ENQUIRIES

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

Telephone 99 200 100

Fax 99 200 150

Email admin@sjr.wa.edu.au

Website www.sjr.wa.edu.au

Welcome to St John's School

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 230.

St John's School offers mainstream education and has a variety of specialist teachers. It is a well-equipped school with various ICT resources 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. 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 Staffroom in those early days of St John's School. 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, Kindergarten, Pre Primary, Library, IT Room, Art Room, School Hall, 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.

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 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 Teachers

The teachers 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 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 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. St John's School has adopted the RAISE program 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 School are concerned with providing all students with assistance to reach his or her full potential. When needed, teachers design Individual Education Program or, if necessary, the child will be offered small group support instruction. St John's School works closely with the 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 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 sixty 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. Blueearth is also taught to students for sixty minutes per week, usually on a Wednesday.

St John's School also conducts our own Swimming, Cross Country and Athletics Carnivals. At the interschool level, St John's School 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 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 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, the Head Boy and Head Girl are chosen.

Information Communication Technology

St John's School students have frequent access to a fully equipped, modern Computer Lab 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 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 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.
- 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 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 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 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 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 WA. 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 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 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 hoped that every family 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. 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 School and are set each year by the School Board on advice from the 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 Board AGM. A current school fee brochure and explanation of charges is given to each family on enrolment.

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 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 five full day sessions from 8.45am – 3.00pm.

School Timetable

8.15am to 8.45am	Students' entry time
8.30am	<i>Classroom doors open (Pre Primary-Year Six)</i>
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.

Assemblies

Commence at 2.20pm on a Thursday. These occur approximately every three weeks, as advertised on the Term Planner and within the newsletter.

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 prior to 9.00am if your child will not be at school or 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.

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 Pre Primary school t-shirt.

Girls

School dress

Brown school sandals (not surf sandals) or lace up black leather school shoes with St John's School white socks

School jumper

Boys

Grey shorts or trousers and grey school shirt with emblem

Brown school sandals (not surf sandals) or black leather lace up school shoes with St John's School grey socks

School jumper

Sports Uniforms – Boys and Girls

Bottle green (taslon) shorts

School sports shirt

Sports lace up shoes (predominantly black)

St John's School white ankle socks

St John's School hat/cap

Optional - tracksuit pants and/or tracksuit jacket on Sports Days

The Sports Uniform is worn each week on Bluearth Days & Friday, which is Sports Days, at the School Sports Carnivals 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 on Wednesdays).

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 the school hats/caps when outside from Term One to Term Four. School hats/caps 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'. Hair needs to be above the collar. 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.

Only sleeper silver or gold earrings or studs to be worn. The earrings are not permitted to have coloured stones or diamantes. No other body piercing is permitted.

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 silver or gold earrings or studs to be worn. One earring or stud of a matching pair to be worn in each ear. The earrings are not permitted to have coloured stones or diamantes. No other body piercing is permitted.

School Bus

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

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 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 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 newsletter of the year and ensure they have their Library book with them.