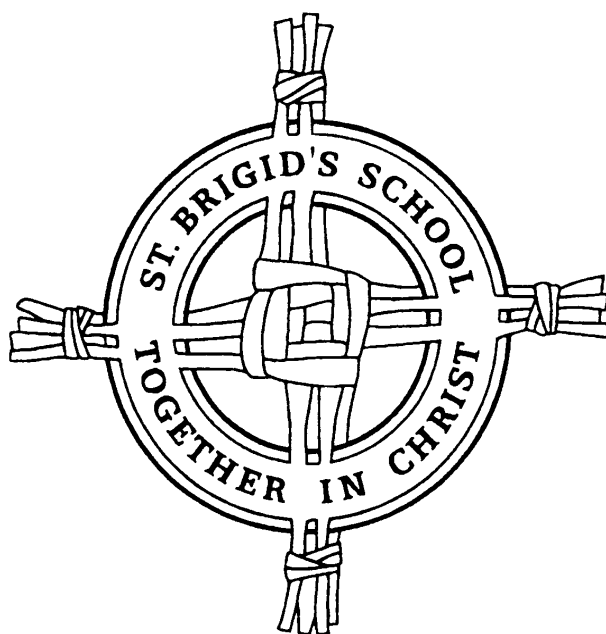


ST BRIGID'S SCHOOL

**Catholic Primary School
Year K - 6**



PARENT INFORMATION BOOKLET

Years 1 - 6

2016

**205 Prinsep Street
Collie WA 6225**

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**admin@stbrigidscollie.wa.edu.au
www.stbrigidscollie.wa.edu.au**

TERM DATES 2016

SEMESTER 1

Term 1 Monday 1 February - Friday 8 April

Term 2 Tuesday 26 April - Friday 1 July

SEMESTER 2

Term 3 Tuesday 18 July - Friday 23 September

Term 4 Tuesday 10 October - Friday 15 December

PEOPLE TO CONTACT

Principal

Assistant Principal

Registrar

Administration Assistant

Paul Cronin

Marcia Collins

Zoe Furler

Sonya Mumme

Lara Davidson

ST BRIGID'S SCHOOL COLLIE

St Brigid's School in Collie is a co-educational Catholic Primary school from Kindergarten to Year 6 and has a student population of almost 180.

Our primary purpose is to provide children from the town of Collie and its surrounds with a Catholic Education in a safe, caring and loving environment. Our school is centered on Christian Values whereby all members of our school community treat each other with the respect and dignity each deserves. 'Together in Christ' is the school motto. The school is characterized by its strong sense of community between the school, parish and parents. Parents actively support the school, and the staff work collaboratively as a team in its endeavors to provide our children with the opportunity to reach their full potential. In 2003 the school took over the old St. Edmund's College campus, which was completely refurbished before the move. Specialist subject areas include, Art, Drama, Library, ICT, Physical Education and Italian. All classes are equipped with Interactive White Boards as well as Computers, Ipads and 30 Google Chromes are available for use with the children.

Collie has a population of 9,000 and is located 30 minutes from Bunbury and 2.5 hours from Perth. The town has excellent sporting and recreational facilities.

HISTORY OF BOTH CAMPUSES

St Brigid's Primary School

St. Brigid's Primary School was opened in 1902 by the Presentation Sisters at the request of Bishop Gibney and the fledgling Catholic Community.

From 1902 to 1955 St. Brigid's catered for both boys and girls from infants [Year 1] to Leaving [Year 12]. Prior to the establishment of a senior school in Collie the sisters taught students in Years 11 and 12. In addition to the day school a night school was established for adults of any age who wished to be trained for various trades and professions.

In 1955 after the completion of St Edmund's College, boys completed their schooling at St Brigid's and were enrolled at St Edmund's College from year 4 onwards, while the girls remained at St Brigid's School.

In 1997 following integration with St Edmunds College, the school became a fully co-educational primary school, while St Edmund's became junior high school.

In 1994, St Brigid's School amalgamated with St Edmunds College to form Collie Catholic College - St. Brigid's Campus, catering for girls and boys from Kindergarten to Year 6.

The year 2001 saw the Year 7 children moved back to St Brigid's campus and on the 1st of January 2003 we were officially renamed **ST BRIGID'S SCHOOL** and we relocated to our new site Tuesday 28th October 2003. 12th December 2014 saw the last year for Year 7 students.

St Edmund's College

St. Edmund's College was opened in 1955 by the Christian Brothers in response to an invitation by the Archbishop of Perth, Reverend Dr Redmond Prendiville to establish a school for boys in Collie.

In the beginning, boys from Year 4 to Year 10 were enrolled, however, in 1977 following integration with St. Brigid's Convent School, the College became a fully co-educational junior high school.

In 1994 St. Edmund's College amalgamated with St. Brigid's Primary School to form Collie Catholic College - St Edmund's Campus

St. Edmund's Campus catered for students from Year 7 to Year 12. An upper school course, with an emphasis on Vocational education and training was introduced in 1998.

Due to the lack in numbers St Edmund's Campus closed its door 31st December 2000.

The children still interested in continuing their education through the Catholic system were enrolled at Bunbury Catholic College while the remainder went to Collie High School.

PUPIL ENROLMENT

3 Year Olds

Our three year old program aims to provide an introduction to schooling for children and their families, setting the foundation for future learning.

The three year old program is a non-compulsory year for students. Enrolment in our 3 Year Old Kindy is not a guarantee of enrolment in the school. A formal interview is conducted each year for enrolment in the 4 Yr old Kindergarten. Application forms are available from the School Office.

The sessions are under the guidance of a Early Childhood teacher.

The program will operate on Tuesdays from 8.45am-3.00pm.

Term Fee : \$65 a week paid in advance for the Term.

Kindergarten Starting Age

Kindergarten children must turn four before the 30th June the year they are enrolled.

Pre Primary children must turn five before the 30th June the year they are enrolled.

Year 1 children must turn six before the 30th June the year they are enrolled.

Year 2 children must turn seven before the 30th June the year they are enrolled.



Enrolment Procedure

1. Applications for student enrolment is by completion of the School's Enrolment Form [Birth and Baptism Certificates, Immunization Records and Health Care Cards (where applicable) must be supplied at the interview]
2. An interview with the Principal.
3. Notification of enrolment by letter after interview.

PRIMARY CURRICULUM

The school follows primary curriculum with focus on basic development in ALL subjects from Kindergarten and Pre Primary following through the primary school to prepare the student for secondary education.

The school expects that Christ and Christian values will be respected by all who attend St Brigid's. All students participate in the Religious Education programme. The programme is suited to the age and developmental stage of the student and follows the Guidelines for Religious Education of the Archdiocese of Perth.



The Curriculum Framework is used throughout the whole school and linked to progress maps for evaluation purposes.

Education In Faith

The School provides a Christian education which attempts to strengthen faith by providing opportunity for a deeper understanding, a greater appreciation and a more personal commitment to Jesus Christ. This spiritual dimension is cultivated by Religious Education classes, participation in Liturgical celebrations and the prevailing tone of the school.



Academic

Teachers follow the Australian Curriculum and Students are challenged and supported to enable them to reach their potential. Every effort is made to encourage the development of each child's capacities, strengths and knowledge of the world.

Social and emotional

Development of a 'good citizen' able to recognise and honour obligations to the larger community is important. Each child should have the ability to mix with child and adult groups with confidence. Self-reliance, justice, courtesy, a high moral code and interest in cultural activities will be encouraged, which are outcomes of the overarching statements of the Curriculum Framework.

Physical

A healthy, strong child with knowledge of basic skills and an interest in several sporting activities and the attitudes of fair play, co-operation and sportsmanship will be developed. Participation in school and interschool sporting activities is a key component of our sports programme.

Discipline

The school has a positive approach to discipline, encouraging all students to reach their full potential and develop a sense of good citizenship.

PARENTS' ROLE IN SUPPORT OF THE SCHOOL

- A commitment to the school's aims and goals is essential to enable parents and staff to work in harmony.
- As community members, parents are expected to be involved in their child's education. This can include: fund-raising, busy bees and in contributing to the social development of the school.
- All families are encouraged to assist with canteen at least twice a year.
- All parents are expected to support the P & F Association.
- Parent participation through attendance at teacher interviews, class meetings, Sacramental programmes, excursions, classroom involvement and assistance with sporting events such as carnivals is encouraged.
- Parent support in attendance at class and school Masses and Liturgies is appreciated.

SCHOOL FEES

Although Catholic schools receive some government funding, school fees constitute an essential proportion of the school income. The inability to pay school fees shall never be the reason for the non-enrolment or exclusion of any child from St Brigid's. Confidential arrangements can be made with the Principal if there are financial difficulties. Families on Health Care Cards receive a substantial discount on fees and no child is turned away because they cannot pay fees. Fee accounts will be rendered twice yearly, at commencement of each semester.

Fees are payable in advance and one of the following payment options may be adopted:-

- [a] Cash or Cheque
- [b] BPAY
- [c] Direct Debit
- [d] EFTPOS

Refer to St Brigid's School Fee Policy

FEES:

Fee Structure

Annual fee structure for **Pre Primary to Year 6 in 2016:**

1 st child	\$950.00 Tuition Fee \$153.00 - \$212.00 Yr 1 – 6 Amenities Fee/levies, student insurance, textbooks. \$130.00 Amenities Pre-Primary
2 nd child	\$760.00 Tuition Fee \$153.00 - \$212.00 Yr 1 – 6 Amenities Fee/levies, student insurance, textbooks. \$130.00 Amenities Pre-Primary
3 rd child	\$570.00 Tuition Fee \$153.00 - \$212.00 Yr 1 – 6 Amenities Fee/levies, student insurance, textbooks. \$130.00 Amenities Pre-Primary
4 th Child	\$0.00 Tuition Free \$153.00 - \$212.00 Yr 1 – 6 Amenities Fee/levies, student insurance, textbooks. \$130.00 Amenities Pre-Primary .
Annual Fee	Kindergarten 2015 - 3 Full Days \$636.00 Amenities \$ 80.00
Annual Fee	Building Levy \$190.00 per family Building Levy Kindergarten if no other sibling \$128.00
Annual Fee	P & F Levy \$100.00 per family. In 2016 the P&F levy will remain at \$100 per family which is paid in Term 1. The increase is designed to encourage families to assist with school activities. Families have the opportunity to earn back most of their levy by helping with a wide variety of activities and each time a parent volunteers, they earn \$10 back from their levy to a maximum of \$80. Parents can volunteer with: book covering, attend P&F or Board meetings, sausage sizzles, reading in classrooms, canteen, uniform shop, handing out ribbons at athletics carnival, Kindy help, busy bees, school camps, etc. Each time a parent helps the details are recorded and parents will receive cheques at the beginning of December for up to \$80! The scheme was very successful in 2014.

Discounts are available to holders of Pensioner Concession Cards and Health Care Cards, please enquire at the office.

Amenities for Yr 1- Yr 6 also include text books which were purchased by the school direct from suppliers.

St Brigid's School benefits from the Capital Development Plan which is run by the School Board. This Fund assists the School to up-grade teaching facilities. Loans have been taken out with the State Government to help fund ongoing building programmes.

GENERAL INFORMATION

Absences

If a child is absent for any reason please write an explanation to the teacher. This is a requirement set by the Education Department. Children are never to be taken from the school during the day without notifying the office and completing a release form.

Assembly

The school Assembly involves a presentation of an item by a particular class twice a year, presentation of certificates, reports eg. sport, missions, prefect report and other items of interest. Frequency of Assemblies is decided each term and published in newsletter, usually on a Friday. Adequate notification is given to parents.

Bicycles are not to be ridden in the school grounds, but must be wheeled to the racks provided. **HELMETS MUST BE WORN** and bikes locked to bike racks.

Canteen (Accredited by WA Canteen Assoc)

The Canteen aims to provide our students with a variety of interesting and nutritious food in accordance with the guidelines set by the Heart Foundation and the WA Canteen Association. We promote natural products such as 100% fruit juice and dairy products rather than soft drinks.

Morning Recess and Lunch are available **Monday, Wednesday and Friday**.

The school is endeavouring to promote healthy eating. NO child is permitted to leave the school grounds to buy lunch from the local shop. A note is required if you wish your child to have lunch at home.

Each family is encouraged to help on canteen at least twice a year.

Change of Address or Phone Number

Please notify the office in the event of the above.

Advice the Principal of any other new relevant information regarding your child or family situation would be appreciated and kept confidential if required.

Daily Time Table

Staff commence/supervision	-	8.30 am 8.45am for Kindergarten
School commences	-	8.50 am.
Recess	-	11.00 am - 11.20 am
Lunch	-	12.45 pm - 1.30 pm
Dismissal	-	3.10 pm

Staff will not be available to supervise children prior to 8.30 am each day.

Please **do not** have your children at school before 8.30am

Mobile phones, CD players, electronic games and toys of a dangerous nature are not permitted at the school, and loss or breakage of same is not the responsibility of the school.

Infectious Diseases

These require parents to observe certain rules.

1. HEAD LICE: - Exclude from school - re admit after appropriate treatment
2. MEASLES: - Exclude from school - re admit on doctors advice
3. MUMPS: - Exclude from school - re admit on doctors advice
4. CHICKEN POX: - Exclude from school - re admit on doctors advice
5. All others are on advice from your doctor and a medical certificate.

Medication

Throughout the year there may be times when it is necessary for your child to take medication during school hours. If this is required School policy dictates that:-

- Parents/guardians are responsible for advising the principal, in writing, of any specific requirements, such as the use of an Epi Pen. This should include details from the medical practitioner regarding the circumstances for use.
- Parents may be required to administer some medications. (teachers are not obliged to administer medication.) Teachers can only give medication if the appropriate form is completed and medication is clearly labelled.

Students Leaving School During School Hours

If your child has an appointment and is being picked up from school or is leaving early for any reason that -

1. A written request is received from a parent/legal guardian.
2. Parents/legal guardians come in the first instance to the **school office to sign out** the student **before** going to the classroom to collect your child.

Teachers **will not** be able to release a student without this procedure being followed.

Marking Children's Belongings

Please print clearly your child's name on all items brought to school. eg clothing, books, bags
Responsibility will **NOT** be taken by the school for the loss of unmarked items.

Hat

Students are required to wear a wide brimmed hat that are available from the uniform shop and the school has a 'No hat, no play policy'.

Labelling

All items brought to school should have your child's name clearly printed on them including clothing and bag.

Mass

Mass is celebrated both at school and in the church during the term. Each year level participates in the celebration of a class Mass or Liturgy each term. Parents and community members are encouraged to attend where possible. To develop links between school and the parish, each class is rostered to help with the Saturday Night Masses twice each year.

Newsletter

A newsletter is published each fortnight and emailed to families, usually on a Thursday. Families may request a hard copy by advising the office.

P & F Meetings

These are held on Thursday evenings in Week 2 and 7 of each Term in the staff room.

Reports

Formal reports are written out for children twice a year - end of Terms 2 and 4. Parents are always welcome to come and discuss their child's progress with the class teacher. Portfolios of children's work with assessment rubrics are sent home Terms 1 and 4 for students in Kindergarten to Year 2. Students in Years 3 – 6 take home a test book each fortnight.

School Bus

St Brigid's is very fortunate to have its own school bus. School bus is provided to transport your child to sporting and excursion venues. Students are expected to treat the bus with care, respect and consideration for the safety of themselves and others at all times.

School Camps and Excursions

The Year 6 class goes on camp each year. It is school policy to take Year 6 students on a four day camp. Year 5 students camp at the Perth Zoo overnight. Other grades are encouraged to have day excursions of an educational or recreational nature.

Sports Day

Each class participated in one sport lesson a week (times to be advised) with a sport specialist and Friday is class sport.



Swimming Lessons

Swimming lessons will be reviewed annually depending on availability of lesson time. Usually a two week block of lessons in Term 1 followed by a school carnival. Students from Pre-Primary to Year 6 participate in the lessons.

School Board

The school board plays an important part in the preparation of the school and the general management of the school's resources. The functions of the board include:

- Planning for the present and future operation of the school.
- The management of finances associated with the school.
- Advising the Principal with school policy that has financial implications.

Members are elected to the Board at the AGM of the Board and membership is for a two year period.

SCHOOL UNIFORM

A high standard of neatness in dress is expected at all times. The correct uniform must be worn for each school activity including sporting and social functions. The school uniform is compulsory for daily attendance at the school and can be purchased from the School Uniform Shop.

It is compulsory for school hats to be worn by students when outdoors. A policy of 'no hat no play' is followed.

THE UNIFORM SHOP IS OPEN BETWEEN 8.30 AND 9.00 AM EVERY FRIDAY

GIRLS:

Summer Dress:	Green/gold/white check total material with gold trim Black leather school shoes, white socks OR Dark brown school sandals [no masseurs] only PP to Year 4 Hair ties - bottle green or gold only Green School Jumper School hat.
Winter Uniform:	Bottle green pleated skirt OR Grey School Trousers White shirt; Green tie, Green School Jumper Green school jacket (outside of class only) Black leather school shoes with white socks or brown/black Tights : School Beanie (optional)
Sports Uniform:	Green Sports Skirt/Shorts Gold sports t/shirt with collar and school emblem One Piece swimming costume or Rash Top & Swimming Shorts White or Black joggers & white socks [No boot styles, no 'designer label' shoes] Green tracksuit with badge Faction colour t/shirt for Athletics Carnival.

BOYS:

Summer Uniform:	Grey shirt and grey shorts Black leather school shoes, grey school socks OR Dark brown school sandals [no masseurs] only PP to Year 4 Green School Jumper School hat.
Winter Uniform:	Grey school trousers Grey Shirt Green tie; Green School Jumper; School Beanie (optional) Green school jacket (outside of class only) Black leather school shoes/boots, grey school socks
Sports Uniform:	Green Shorts Gold sports t/shirt with collar and school emblem White or Black joggers & white socks [No boot styles, no 'designer label' shoes]
Jewellery:	Earrings are limited to one pair of simple studs or small sleepers only for girls and one stud for boys. One plain ring. No bracelets or anklets One chain with either crosses or medal [to be worn under uniform] is acceptable
Hair:	Hairstyles are to be neat and tidy and long hair is to be kept tied back (either girl or boy.)