In keeping with the evangelising Mission of the Catholic Church St. Michael’s is a Catholic School which:-
• Is committed to Jesus Christ and his Gospel;
• Knows and celebrates our Catholic faith tradition;
• Educates the whole person: body, spirit, heart and mind;
• Promotes education in the service of a better world;
• Provides our children with reasons for living, hoping and loving.

St Michael’s is committed to being:

A community of faith
• Centred on Christ and the sacramental life of the Church
• Living Gospel values according to Church teaching
• Working to foster the growth of the Kingdom of God on Earth
• Learning about and living our Catholic Faith while respecting the faith traditions of others
• Demonstrating the relevance of faith to life and contemporary culture
• Emphasising the importance of prayer, both personal and formal, and fostering this through daily prayer for staff and children
• Striving to live the Gospel values and showing our commitment to these values through a community learning, living and serving each other.

A community of learning
• Helping students to find and nurture their gifts and talents
• Providing a comprehensive curriculum of quality and challenge for all
• Valuing effort, achievement and excellence in learning
• Respecting competence and dedication in the staff
• Modelling the integration of Catholic Faith and learning
• Using technology to enhance teaching and learning
• We endeavour to broaden the children’s horizons so as to fully prepare them for life and enable them to take their place in society.

A community of care
• Welcoming and including students and their families
• Respecting the dignity and uniqueness of each student
• Providing a safe, secure and stimulating environment conducive to learning
• Ensuring fairness and justice within appropriate discipline structures
• Promoting self esteem and critical thinking in students

A community of service
• Complementing and supporting the role of parents
• Working in partnership with priests and the parish and local communities
• Promoting outreach to the poor and disadvantaged
• Modelling and promoting use of each other’s gifts for the benefit of society
• Encouraging an attitude of stewardship to all creation
St Michael’s School is a co-educational primary school catering for children from Kindergarten to Year 6, and is part of the Catholic education system of the Wagga Wagga Diocese.

St Michael’s School is a Parish School and is under the direction of the Parish Priest. The Catholic Schools Office, through a lay Principal, administers the school with the assistance of other lay teachers and staff.

Opening School Mass 2014

SCHOOL FEES

School Fees pay for classroom materials including texts, stationery, art supplies and teacher resources. Fees also contribute to the general running costs of the School. Parents having difficulty paying School Fees can make contact with the Principal or Parish Priest to negotiate special payment arrangements.

Other major sources of income include the Parents and Friends Association and the local community. The P & F have purchased such items as the latest computers for classrooms, watering system for the grounds and reading materials for children.

The Catholic Schools Office through grants provides funding for wages for the staff of the school from the Commonwealth and State Governments.

Sources of Income for St Michael’s

<table>
<thead>
<tr>
<th>Source</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Fees</td>
<td>50%</td>
</tr>
<tr>
<td>P &amp; F Donation</td>
<td>10%</td>
</tr>
<tr>
<td>Building &amp; Maint. Levy</td>
<td>5%</td>
</tr>
</tbody>
</table>

P & F Donation

School Fees

Building & Maint. Levy
THE CURRICULUM

The curriculum of the school is based on the Guidelines and published statements of the New South Wales Department of School Education and the Board of Studies. The Diocese of Wagga Wagga is registered with the Department to conduct schools and St Michael’s undergoes regular inspections to ensure standards are maintained. The children are taught under the following Key Learning Areas (K.L.A’s):

- Religion
- Mathematics
- English
- Human Society and Its Environment
- Science and Technology
- Creative and Practical Arts
- Personal Development, Health and Physical Education

THE SCHOOL PRINCIPAL

The School Principal is a teaching Principal available for contact 11.00am – 4.00pm Monday, Tuesday and Wednesday. For appointments please ring first.

TEACHERS

The best time to contact teachers is before school or immediately after school. During the day teachers have duties but usually can be contacted during Recess and Lunch as well. Please ring for an appointment.

THE SCHOOL SECRETARY

The school secretary is available to help with difficulties or information from 8.45am – 3.15pm, Monday to Friday.

If assistance is needed at other times please do not hesitate to contact the Principal or other staff members. If possible, please contact outside class teaching time unless it is an emergency.
### SCHOOL HOURS AND SUPERVISION

<table>
<thead>
<tr>
<th>CLASS TIMES</th>
<th>9.00AM – 11.00AM</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>11.25AM – 1.00PM</td>
</tr>
<tr>
<td></td>
<td>1.45PM – 3.15PM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOURS OF SUPERVISION</th>
<th>8.30AM – 3.30PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECESS</td>
<td>11.00AM – 11.25AM</td>
</tr>
<tr>
<td>LUNCH</td>
<td>1.00PM – 1.45PM</td>
</tr>
</tbody>
</table>

Playground supervision will be provided during the ‘Hours of Supervision’ times listed above. At other times there will be NO teachers rostered for playground supervision.

### LUNCHES

Children are able to order lunches each day. These orders are collected and delivered by Cobbers Cafe. Parents are asked to complete an order at home and send it with the child to school.

### LIBRARY

The children have access to the school library. Classes have a weekly borrowing period, and formal lessons on Library Skills each week. There is also use of the facilities for research and other curriculum needs.

![Interactive Whiteboard in the library, and every classroom](image)

### SPORT


The children are divided into two sports teams for internal activities and annual swimming, cross country and athletics carnivals are conducted. They are Fatima (White) and Lourdes (Green).

The children have the opportunity to represent the school in sporting competitions by participating in Deanery and Diocesan Carnivals. As a result they then have the opportunity to progress to Inter-Diocesan and State P.S.S.A. Carnivals.
SPECIAL NEEDS

At St Michael’s Primary School we believe children have their own individual educational requirements that need to be met by the classroom teacher. In some cases special programmes are provided for students. These are...

LANGUAGE PROJECTS
Language projects operate with a specially trained teacher working with small groups of children in order to offer them support where needed in literacy. Speech pathologists are also involved in the program, performing both pre and post testing of children involved in the program. The classes consist of activities that improve children’s vocabulary, increase knowledge of words being made up of a combination of individual sounds, give students skills to discover patterns within words and aid in the articulation and production of sounds, consonants and vowels of speech.

SENA NUMERACY ASSESSMENT
This program aims to help teachers identify and provide support for students in the age range 6-9 years experiencing learning difficulties in the area of numeracy. Early intervention is the primary focus of the program.

GIFTED AND TALENTED
Children may prove to be exceeding their stage of learning and therefore need extension into the next stage or beyond. These children are catered for in the mainstream classroom with the teacher providing work at a more challenging level.

TECHNOLOGY

The school is connected with wireless internet throughout. Each classroom is equipped with laptop and desktop computers at a ratio of approximately 1 computer per 2 students in the primary classes and 1 computer per 4 students in the Infants classes.
Additionally every classroom in the school is equipped with Interactive Whiteboards and Data Projectors.
The school also has comprehensive media equipment tied to technology. This includes digital still and video cameras and associated software that the children use as part of classroom activities.
The school has also embraced the use of iPad and IPod technology and has purchased IPads for each classroom across the school.

OTHER PROGRAMMES

<table>
<thead>
<tr>
<th>Library</th>
<th>Indigenous Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whole School Excursions</td>
<td>Gymnastics</td>
</tr>
<tr>
<td>Whole School Focus Units</td>
<td>Drama Production</td>
</tr>
<tr>
<td>UNSW Exams (optional)</td>
<td></td>
</tr>
</tbody>
</table>


UNIFORMS

SUMMER – BOYS
- grey school shorts
- grey short sleeved shirts
- brown sandals (or black shoes with grey socks)
- school hat (compulsory in Terms 1 & 4)

SUMMER – GIRLS
- Green checked uniform (pattern & material available from School Uniform Shop)
- brown sandals (or black shoes with white socks)
- school hat ( compulsory in terms 1 & 4)

WINTER – BOYS
- grey school trousers
- grey long sleeved shirts
- school tie
- bottle green school jumper
- black shoes (or boots) and grey socks

WINTER – GIRLS
- green tunic with black tights or black knee-high socks
- green slacks with white socks
- white long sleeved shirts
- school tie (only worn with pants, not worn with tunic)
- bottle green jumper
- black shoes (or boots)

SPORT – BOYS
- dark green St Michael's shorts
- St Michael’s Sport Polo T-shirt
- white socks ( no football socks)
- running shoes
- St Michael’s green and maroon tracksuit jacket and pant

SPORT – GIRLS
- dark green St. Michael’s shorts, or, dark green wrap-around sports skirt
- St Michael’s Sport Polo T-shirt
- white socks
- running shoes
- St Michael’s green and maroon tracksuit jacket and pant
## ST. MICHAEL’S UNIFORM SHOP PRICE LIST

**WINTER UNIFORM**

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boys Long Sleeve Grey shirt 4-16</td>
<td>$25.00</td>
</tr>
<tr>
<td>Boys Grey long pants 4-16</td>
<td>$25.00</td>
</tr>
<tr>
<td>Girls Long Sleeve White Shirt 4-16</td>
<td>$25.00</td>
</tr>
<tr>
<td>Girls bottle green long pants elastic waist 4-16</td>
<td>$25.00</td>
</tr>
<tr>
<td>Girls princess line green tunic 4-16</td>
<td>$45.00</td>
</tr>
<tr>
<td>V Neck bottle green wool jumper 6-16</td>
<td>$55.00</td>
</tr>
<tr>
<td>Beanies bottle green polar fleece</td>
<td>$5.00</td>
</tr>
<tr>
<td>School Tie (with or without elastic loop)</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

**SUMMER UNIFORM**

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boys Short Sleeve Grey Shirt 4-16</td>
<td>$20.00</td>
</tr>
<tr>
<td>Boys Grey Shorts 4-16</td>
<td>$20.00</td>
</tr>
<tr>
<td>Girls Summer Dress 4-16</td>
<td>$45.00</td>
</tr>
</tbody>
</table>

**SPORTS UNIFORM**

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sports Tracksuit Jacket with logo 4-16</td>
<td>$45.00</td>
</tr>
<tr>
<td>Sports Tracksuit Pant 4-16</td>
<td>$30.00</td>
</tr>
<tr>
<td>Sports Polo Shirt Short Sleeve with logo 4-16</td>
<td>$25.00</td>
</tr>
<tr>
<td>Sports Shorts with logo 4-16</td>
<td>$25.00</td>
</tr>
<tr>
<td>Girls Jockey Sports Brief – black 4-16 2 for $10.00</td>
<td></td>
</tr>
<tr>
<td>Boys ankle grey socks (3 pair pkt) 9-12, 13-3, 2-8</td>
<td>$10.00</td>
</tr>
<tr>
<td>Girls ankle white socks (3 pair pkt) 9-12, 13-3, 2-8</td>
<td>$10.00</td>
</tr>
<tr>
<td>Girls black tights (1 pair) 4-6, 7-10, 11-14</td>
<td>$10.00</td>
</tr>
<tr>
<td>Girls knee high black socks (1 pair)</td>
<td>$7.00</td>
</tr>
<tr>
<td>Hats 55, 57, 59, 61cm</td>
<td>$15.00</td>
</tr>
<tr>
<td>Library Bag (provided free to Kindergarten enrolments at orientation) One Size</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

**All the above prices are subject to change.**

The Uniform shop is open Monday and Thursday mornings from 8:30am until 9:00am. The Uniform shop is run by volunteer parents.
**JEWELLERY, LONG HAIR**

It is requested that students with long hair have this tied back in some suitable way and that jewellery be kept to an absolute minimum. Hair should be neat and tidy and not extreme in cut or colour. All hair shoulder length or longer must be tied back. This applies to both male and female students. Boys and Girls with pierced ears can wear only sleepers and studs. Boys and girls may wear watches. Finger nail polish is not permitted.

**ABSENCES**

It is essential that all children who are absent from school for any period of time, this includes dentist and doctor’s appointments, provide a signed note from parents explaining the absence. This is a requirement to ensure staff know the whereabouts of the children for whom they are responsible and the accurate keeping of class roll which may be called into a court of law.

In the case of a student being away, if the school does not receive an explanation from parents or guardians within 14 days of a student’s absence we are required to mark this down as an unexplained absence. A letter will then be sent home requesting an explanation to be provided. The absence will remain recorded as unexplained, however.

If students need to be absent from school for five or more days they now need to obtain approval from the Principal and complete an **Exemption to Attend School Form** to be approved by the Principal. This has been put in place by the government and we are required to commit to this procedure. Forms are available at the front office. If approval is not given or sought from the Principal, students will be marked as an unexplained absence.

**NEWSLETTER**

The weekly newsletter will be distributed to all families each week on Wednesday via email. Families who nominate to do so can receive a paper copy of the Newsletter each week.

From time to time it becomes necessary to send other notes home during the week to inform parents of other activities.

**REPORTS**

The staff prepares and distributes reports on each child’s progress at the conclusion of Term Two and Four each year. These reports are an indication as to the performance of the individual child in regards to their achievement and efforts.

At the conclusion of Term Two, parent-child-teacher interviews are held. This short interview is an opportunity to discuss any matters, particularly in light of the reports that each family would have received. These meetings are important and should not be missed. The option for meetings between parents and teachers is also given at the end of the year if necessary.

Staff are also available to speak to parents out of class time whenever a need arises. These alternative meetings may be either parent initiated or teacher initiated.

**MEDICATION**

Our First Aid Officer is prepared to administer medication to students if requested by the Parent provided the medicine and dosage instructions are given. No other medication, such as aspirin etc., will be given to the students without the parents requesting it.
TERM DATES

Term 1 – Tuesday 28 January 2014 to Friday 11 April 2014
(Please note Year 1 – Year 6 students return Thursday, 30 January 2014 and Kindergarten students begin Friday, 31 January 2014)

Term 2 – Monday 28 April 2014 to Friday 27 June 2014

Term 3 – Monday 14 July 2014 to Friday 19 September 2014

Term 4 – Tuesday 7 October 2014 to Friday 19 December 2014

Please Note: Staff Development Days and Pupil Free Days have not yet been determined.
Your Child

One of our aims is to enable your child to enjoy a sense of warmth and support from the entire school community.

Our Kindergarten school entrants come with a variety of skills, attitudes and expectations. These will always be recognised and respected. It is both an exciting and daunting experience as they meet new challenges and routines, develop and maintain friendships and “ease” into school-life.

Kindergarten 2014

To assist your child’s entrance and on-going participation it would be greatly appreciated if he/she could manage:

• to bring
  ✓ a library bag (provided by the school at the Orientation Day)
  ✓ a box of tissues
  ✓ well-labelled items of clothing, school bag, lunch box, drink bottle etc.
  ✓ a pencil case containing pencils and textas

• to be reasonably independent in
  ✓ dressing themselves
  ✓ tying shoe-laces,
  ✓ recognising and writing their name
  ✓ counting to 10
  ✓ saying the alphabet
  ✓ knowing their colours

It would be reasonable to expect that your child has an awareness of God, our loving Father and is already able to make the sign of the Cross.

Again, we emphasise that all the children bring with them a variety of skills, experiences and abilities and the extent of these will be fully respected.
KINDERGARTEN

First Weeks

The first term of the school year is the time of very hot weather. We have permission to allow a variation for the Kindergarten children to be ‘eased’ into school-life. Consequently the following arrangements will take place. For all of February, the children stay home on Wednesdays, as this will allow a day’s recovery mid-week during the very hot weather.

Immunisation

Children enrolling for Kindergarten are required, under the NSW Public Health Act 1991, to provide an Immunisation Certificate, to the school.

This Certificate will indicate whether or not your child has been immunised for the Vaccine Preventable Diseases. If your child has not been immunised and there is an outbreak of that disease at the school, your child must remain at home for the appropriate period of time.