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St Mary's Educating Hearts and Minds

At St Mary's School We Educate Hearts and Minds

Our students are given the opportunity to develop Christian values by firstly knowing that they are loved by God and others and then following Jesus Christ's example of loving others. This is developed through our relationships with other people, religious education classes and practice of the rituals of the Catholic faith.

St Mary's School:

- Provides a safe, predictable and challenging learning environment for the students
- Focuses on the everyday action in classrooms
- Ensures a shared approach to teaching, learning and assessment that is up-front and explicit
- Allows for higher level learning
- Allows for the best methods of teaching and assessment to be adopted and implemented

School-wide Vision and Pedagogy excites teachers and other staff and guides them in all that they do:

- **"Plant The Seed"** - sowing Christian values and nurturing relationships
- **"Nurture The Growth"** - cultivating excellence and rising to challenges
- **"Celebrate The Harvest"** - appreciating and celebrating success

The formalised curriculum is divided into Key Learning Areas (KLA):

- The Religious Education syllabus is written by the Archdiocese of Canberra and Goulburn, Catholic Education Office and is called Treasures New and Old
- English, Mathematics, Science, HSIE: History and Geography, Personal Development/Health/Physical Education and Creative Arts are implemented as per the NSW Board of Studies Syllabus
- Teachers ensure that students learn in a positive environment that is challenging and meets their needs

Further information on curriculum is available from <http://www.ceocg.catholic.edu.au> and <https://educationstandards.nsw.edu.au>

We have implemented inquiry learning into all curriculum areas which allows for more individualized learning and a more personal relationship between staff and pupils. Our early literacy program includes the Jolly Phonics program and reading instruction using Just Right for Me books. Learning involves the use of technology with 1:1 iPad program. See details on page 5.

Parents receive written reports of their child's progress twice a year and are invited to attend formal parent teacher interviews twice a year.

St Mary's School is part of the **school system** operated by the **Archdiocese of Canberra and Goulburn**. The Catholic Education Office employs staff. St Mary's School Board determine local policies for the school, assist in the selection of staff, monitors the finances of the school and provides advice to the Principal whose task it is to facilitate the implementation of Government, Archdiocesan and local policies within a genuinely caring and supportive environment. St Mary's School has **Registration and Accreditation** from the Minister of Education and Training and the NSW Board of Studies.

The **Parish Priest** is responsible to the Trustees of the Archdiocese for the administration of the Parish and parish property, including the school. As Pastor, he is also responsible for the spiritual support of students and staff, through prayer, liturgies and the preparation for, and celebration of the Sacraments within the school and Parish.

Staff

- **Principal** – responsible for the provision of quality education of hearts and minds and ensuring that all students are happy and safe. The Principal is also responsible for administration and organisation of the school according to the policies and guidelines set down by the Catholic Education Canberra Goulburn (CECG), Catholic Education Commission (CEC), Minister of Education and Training, the NSW Board of Studies and St Mary's School Board.
- **Assistant Principal** – assists in the day to day running of the school and provides assistance with teaching methods and pedagogy including the implementation and maintenance of learning with technology.
- **Religious Education Coordinator** – in liaison with the Principal and Parish Priest, coordinates the spiritual dimension of the school, and provides support for teachers in implementing the Archdiocesan Religious Education Guidelines "Treasures New and Old" across K-6.
- **Information & Communication Technology (ICT) Teaching and Learning Specialist** – leads teaching and learning using the ICT infrastructure within the school.

- **Sports Coordinator** – organises school carnivals, inter-school and representative sport and sport resources. This position is presently shared among executive staff with support form office staff.
- **Classroom Teachers** – each class has an assigned classroom teacher who is well educated with appropriate qualifications.
- **Classroom Support Teacher** – assist students and teachers in providing for the diverse needs of all students.
- **Librarian** – assists learning and teaching with a literature and research based focus.
- **Choir teacher** – develops the talents of students in the school choir.
- **Support staff** - provide additional support to staff and students in the school Office
- **Grounds and Maintenance** – persons responsible for day to day cleaning and upkeep of grounds and buildings.

Daily Timetable

8.30am	Supervision
8.55am	Bell for classes – morning assembly
9.00am	Classes commence
11.00-11.25am	Recess
1.30-2.15pm	Lunch
3.20pm	Bell for dismissal
3.20-3.40pm	Bus supervision
3.20-3.25pm	Student exit supervision



Enrolment

Enrolment of students at St Mary's is open to children of all faith traditions.

The Principal, or a member of the Executive team, will interview first time parents seeking enrolment for their child. At this interview parents must give a firm undertaking that they will accept and support the life, nature and identity of the Catholic School, including the participation of their child in the Religious Education program of the school. For a Kindergarten enrolment, generally speaking, the child applying for a position in the school must turn 5 on or before April 30 of the year of admission.

Enrolment applications are available from the Secretary's Office.

Homework

Homework is an important part of the teaching-learning process as it consolidates the work done in class and trains students in study habits. St Mary's has an expectation that time will be put aside out of school hours for learning activities and experiences. Students who do not complete set homework are in danger of falling behind in their learning.

Revision, reading or memorising is recognised as part of homework. The homework program will be administered by individual teachers whose responsibility it is to allocate, monitor and record homework requirements, to ensure guidelines are established and that students are aware of effective study methods. Incidents of failure to complete homework will be followed up by the class teacher.

Time recommended for homework per night:

Kinder: Consolidation of basic numeracy and literacy skills. (10 minutes)

Years 1 and 2: Consolidation of basic numeracy and literacy skills. (10-15 minutes)

Years 3 and 4: Consolidation of basic numeracy and literacy skills. (15-20 minutes).

Assignment work may be given.

Years 5 and 6: Consolidation of basic numeracy and literacy skills. (30 minutes). Assignment work may be given.

National Assessment Program

The National Assessment Program Literacy and Numeracy (NAPLAN) tests will take place in May each year. Students in Years 3 and 5 will sit the following tests:

Spelling, Grammar and Punctuation, Writing

Reading

Numeracy

NAPLAN results inform the Annual School Improvement Plan.

Prayer

Prayer has an important place in the life of St Mary's School community. Staff pray on a regular basis. Prayer always precedes any school meetings, gatherings and assemblies. Students pray in their classrooms each day in a manner appropriate for their age. Prayer may focus on children's concerns and/or provide guidance for them in developing positive relationships at school, at home, in the community and with God.

St Mary's

Expanding Boundaries with Technology

St Mary's School is well resourced with technology. Each child has his or her own iPad. If a student has an iPad that complies with the school's BYOD guidelines they may bring it to school. Students who do not have their own compatible iPad are issued with a school owned iPad for use here at school. In addition, each classroom is fitted with an interactive whiteboard and Apple TV technology which is used to manipulate information and data, and to foster collaborative learning.

At school the BYOD- iPad program is enhancing teaching and learning, most notably with the ease that students are able to settle down to work, find information and creatively present their work, communicate with their parents (Seesaw) and teachers and publish their own writing.

In Year 2 we encourage students to have their iPad. We recognise that the initial purchase of an iPad is a significant financial commitment for parents but the device is well used at school and when the cost is considered over the life of the iPad it appears more reasonable. The BYOD program is a significant factor in the school being able to operate on a balanced financial budget with the present school fee income.

As not all students have personal iPads teachers do not generally require students to complete homework on their iPads.

Students in Years 2 to 6 are required to sign a "computer user statement" and every effort is taken to ensure that students use ICT in an appropriate and safe manner. Parents of students in Kinder and Year 1 sign the agreement on behalf of their child.

School newsletters are available in PDF documents and can be emailed to families at their request.

Newsletters are also available on the Skoolbag app.

Text out messages are also used to communicate with families.

The Parents and Friends operate a Facebook page that you are welcome to join.

St Mary's Explores Your Child's Full Potential

Assemblies

Assemblies are designed to build confidence, self-esteem and pride in their own achievements amongst students. Parents of students receiving an Award will be notified and invited to the assembly. Major assemblies are held each Friday from 8.55 – 9.15 in the school hall. On other days students assemble each morning in the undercover area at 8.55 for day to day messages.

Choir

Students interested in singing and performing are invited to join the choir which performs at school events and for the wider community.

Competitions

St Mary's students participate in many academic, sporting and cultural competitions to allow students with various skills and talents to excel.

Excursions

Excursions (and other activities outside the school grounds) are a valuable way to extend the learning environment and provide additional experiences not normally available within the formal school setting. Excursions also enhance student opportunities and play an important role in developing students' knowledge, understanding and skills. Payment of excursions may come from school funds, special grants or parents will be asked to contribute. Due to the cost factor for parents the major excursion for Years 5/6 is planned on a biannual basis.

Learning Support

St Mary's aims to provide a learning atmosphere in which each child is known and appreciated and where he or she can develop as a happy student in the pursuit of knowledge and skills.

St Mary's Learning Support Program aims to:

- provide education for all children in regular classes organised in such a way that all students, including those with special needs, will be able to participate in a significant proportion of activities.

- structure all learning strategies in such a way as to ensure that the student's learning is clear, through the use of concrete materials and situations which actively involve the student.
- organise learning into manageable steps.
- develop and support student's self-esteem through the use of praise, encouragement and reinforcement.
- recognise the uniqueness and dignity of each person.
- develop the whole person in terms of intellectual, physical, social, spiritual and emotional growth.
- provide a network where the classroom teacher, the student's parents, the Classroom Support teacher and others work in consultation.
- determine the best teaching and learning strategies for the student, and accepting responsibility for reporting to parents on progress by the student receiving special education.

Parents wishing to enrol students with special needs are invited to contact the Principal before the end of Term 2, or as soon as possible, to discuss their child's requirements.

Library

The Library plays a focal role in the school's educational planning. The Library is set up to provide up-to-date resources for the students across K-6. It is internet based using the Oliver Library system and students are encouraged to become familiar with on-line cataloguing.

The Library is generally open 2 days a week at lunchtime from 1.55 to 2.15pm for student use.

Class groups are timetabled for a weekly Library visit. The focus of each Library lesson in K-6 is developing literary appreciation and understanding.

Resources

St Mary's is proud of the high quality resources and equipment available for teaching and learning. We closely monitor the quality of all resources and renew these when required.



Scholastic Book Club

This Club gives parents the opportunity to buy reasonably priced books for their children. If you wish to place an order, we encourage you to use the “cloud” ordering system which is explained on the order form. If you prefer we will order for you. We ask that you please place the order form and the correct money (if possible) in an envelope, label it with the child’s name and class and return either to Class Teacher or the school’s office. Cheque payments should be made payable to Scholastic Book Club.

Year 6 Leadership Program

St Mary’s recognises that all senior students have skills and talents in the area of leadership and that all students have the potential to contribute positively and become excellent role models who enhance the values and attitudes of St Mary’s School.

Students from Year 6 have the opportunity to stand for election as School Captains, Sport Captains, Year 6 SRC Representatives, as Community Leaders and as ICT Leaders. Each of these groups meets regularly with a mentor and have defined roles and responsibilities.

School Captains

At the end of each school year two school Captains from the incoming Year 6 are elected by staff and students from Years 2 to 5. The Captains will have areas of responsibility that will be clearly visible and easily recognised within the school, and will further develop their lifelong skills so that they are able to -

- Work collaboratively with others
- Solve problems without conflict
- Set personal goals that provide meaning, purpose and direction in life
- Recognise personal talents and the talents of others

Student Representative Council (SRC)

At the beginning of the school year two students from Year 3 to Year 6 are elected representatives to the SRC from within their own class groups. The SRC group meets regularly, under the supervision of volunteer teachers.

The purpose of the SRC is to -

- Highlight matters of interest to the students that will make the school a more enjoyable and safe place
- Offer suggestions about ways in which the students can be more involved in the future planning for the school as a whole

- Raise issues of concern for all students
- Discuss those issues with the Principal and/or other teachers
- Assist with different fund-raising activities throughout the year
- Show good example to their peers and be the spokesperson for their ideas and suggestions
- Provide leadership opportunities for the representatives

Sport

St Mary's provides the students with a varied and challenging sporting program.

- Learning is in accordance with NSW Curriculum
- School cross country, swimming and athletics carnivals provide students with the opportunity to represent the school at Western Region, Archdiocesan, MacKillop and state levels.
- Opportunities also exist for students to represent the school at Archdiocesan, MacKillop and state levels in all regular team sports e.g football, tennis, netball.
- Participation in local Gala Days as well as ones in nearby towns.
- Whole school swimming program targets student's needs and talents.
- Participation in sporting clinics run by district development officers.
- We use local sporting venues: basketball stadium; tennis courts; Little Athletics, netball and football facilities.
- St Mary's has a long history of participation and success in the Primary Catholic Schools Basketball Competition

Sport day is determined by each class teacher and parents will be informed. Sport Uniform is also worn to school on these days. (Please see section on school Uniform). The school conducts a swimming program in term 4.

Our **Sports Coordinator** organises school carnivals, inter school and representative sport and monitors equipment and resources.

The **School Sporting Houses** have been named after three important people who have made significant contributions to education and the life and welfare of young people and their families, particularly those in the outback.

House	Colour	Emblem	Motto
MacKillop	Red	Waratah	Act With Purpose
McAuley	Yellow	Wattle	Act With Love
Tenison-Woods	Green	Banksia	Act With Courage

St Mary's Happy and Safe Environment

Absent or late to school

Students who come late to school must report to the Office and sign the "Sign In" sheet, giving the reason for the lateness. This is then recorded in the school roll.

It is the parent's responsibility for ensuring their child/children attend school every day. It is the Principal's responsibility to ensure all parents comply with government regulations in this area and if there is continuous unacceptable or unexplained absences, outside authorities must be contacted.

Absences are recorded on the class roll. This legal documentation is always inspected at school registration and is subject to random inspections. It can also be called upon by the Courts in family disputes.

If your child is away from school for any reason the parent or primary caregiver must contact the school by phone, email, a written note or using the facility on the Skoolbag app to explain the situation.

Access to Students during school hours

For security reasons all visitors to the school are expected to first call at the Office. If a student is to be absent during any part of the school day they must be "signed out and in". The Principal needs to be advised about persons who are authorised to have/not have access to children. (In such cases the Principal may require copies of Parenting Agreements.)

Appointments or Interviews

Appointments/Interviews are encouraged as a means of open communication between parents and the school. The Principal and teachers of St Mary's are available for interviews if they or the parent recognise the need to speak about particular matters relating to a child. Contact with teachers is to be made within school hours. Appointments for interviews can be arranged through the Office or by direct contact with the teacher concerned. The Principal can be contacted for emergencies out of school hours. If parents have any queries, concerns or information which would be useful for the school to be aware of, we encourage you to contact the school as soon as possible.

Buddies

Each year students in Kinder and Year 6 buddy up. This program provides the younger students with a special friend who takes a personal interest in their welfare, especially on the playground.

Bus Travel

Free Bus Travel is available for all students up to and including Year 2, regardless of the distance they live from the school and for students in Years 3 to 6 who live more than 1.6 km from the school. Forms are available from the school Office. There are also other concessions for families who live out of the town limits. This information is available from the school office.

Canteen

The school canteen sells recess and lunch for students and staff. A summer and winter canteen menu with prices is sent home via the newsletter and may be found on Skoolbag app.. To order lunches, write the child's name, class and items required on a paper bag. Enclose the correct money (if possible) and place the order in the baskets provided in each classroom. The running of the Canteen relies on parental support. All families are encouraged to use this facility and help by submitting names for the Canteen Roster. The tuckshop is closed on Tuesdays and Thursdays.

Change of Address

The school office must be notified of any change of address or phone number. If intending to transfer from the school, the Principal should be notified.

Counsellor

St Mary's School has the services of a school counsellor provided by Catholic Care and the Catholic Education Canberra Goulburn.

Going Home

Vehicle pick up (and drop off) of students is via the Church car park or along Church Street. Parents are strongly encouraged to come onto the school grounds to collect their children. If your child is to walk unaccompanied to the car park they can only do so after the teacher on duty has given them permission. We request that children are not to be picked up on England Street. Besides being dangerous with buses pulling in and out, significant parking restrictions and

Enter at Court Street



subsequent fines are in place for England Street and these restrictions are enforced by the local police. Bus travellers are to line up outside the tuckshop, and move to the bus shelter on England Street with the teacher on duty. All students, other than bus students, are expected to be picked up at 3.20pm.

Hours of Duty

The school grounds are open to students from 8.30am each morning and remain open until 3.25pm each afternoon, and until the last bus leaves. At all times outside this period, no supervision will be provided and no responsibility will be taken by the school for any consequences of the activities of students outside those hours.

Parents can assist the school in the interests of the students' safety by ensuring that students do not attend or remain on the school grounds outside those stated hours Monday to Friday inclusive. Special arrangements will be made in relation to authorised school activities which require the attendance of students at the school outside these hours.

Newsletter

The newsletter is published each Friday and is sent home with the eldest child in each family or is emailed to you. It is essential that Parents read the newsletter as it contains all current and upcoming events in the school. You are also able to access the newsletter on the school website and on Skoolbag app.

Parents and Friends Association (P&F)

The school's P&F Association is open to all parents and supporters of the school. The P&F is the major fund-raising organisation for the school, but it is also a forum for communication with and from parents interested in various school events and activities. The P&F meets every second Thursday of the month, except during school holidays. The P&F also operate a Facebook page.

Pastoral Care and Welfare, including anti-bullying

St Mary's policy on Pastoral Care and Welfare is available on the school's website.

(<http://www.smwms.nsw.edu.au/>).

Peer Support Program

The Peer Support Program operates in conjunction with the Making Jesus Real Program. Year 6 students are group leaders and each week the students explore unique ways they can grow in care and respect of each other.

Phone/Office Hours

The school office hours are 8.50am until 3.20pm. Teachers will not be called out of classes to take calls. Should a parent telephone a teacher or student during class time a message may be left or a more convenient time to call will be suggested by the school secretary.

School Board

Working with the Parish Priest, Principal and staff the Board members provide leadership to the wider school community. Parents and staff representatives are elected on a rotational basis. The school Board meets approximately eight times a year.

Sick Children/Accidents/ Documentation

At the commencement of each year it is compulsory for parents to complete a Medical Information and Asthma Form for each child.

Any student requiring prescribed medicine through the day should hand the details of administration and all medicine to the Office, accompanied with written instructions from the parent or caregiver. Medication will be dispensed under supervision.

In the case of sick children at school the Secretary contacts parents. For this reason, an alternative contact name and phone number is required by the Office in case the parent is unable to be contacted. In the interim until the parent arrives to take the child home, the child may be left in the sick bay if too ill to remain in the classroom. In the event of serious injury, the parents and Principal are immediately notified and the ambulance called. Students requiring medical assistance will be transported to the West Wyalong Health Facility. All students are covered by the Catholic Education Office Ambulance Insurance scheme.

All accidents are recorded on the 'Accident Proforma' and are kept in the student files.

On enrolment, the school is to be provided with an Immunisation Certificate for each child. In the event of an outbreak of a vaccine preventable disease at school, children not immunised will be required to remain at home for the duration of the outbreak.

The following guidelines have been drawn up on the premise that children who have been ill with an infectious disease will not return to school until they have fully recovered. The only exception to this rule is that children with certain skin diseases may return once appropriate treatment has commenced.

These recommended periods are issued as a guide to teaching staff and medical practitioners, and may be modified in individual cases as circumstances warrant. Variation in the recommendations may be warranted in cases of local epidemics. In cases of doubt, or for guidance about conditions not mentioned on the list, advice should be sought from the appropriate clinician, school medical officer or medical officer of a health authority.

Condition	Cases	Contacts
Chicken Pox (Varicella and Herpes Zoster)	Exclude until fully recovered or at least 5 days after the eruption first appears. Note – some remaining scabs are not an indication for continued exclusion	Any child with an immune deficiency (eg leukaemia or receiving chemotherapy) should be excluded for their own protection. Otherwise not excluded.
Conjunctivitis (Acute Infectious)	Exclude until all discharge from eyes has ceased	Not excluded.
Diarrhoea (Rota Virus, Shingella, Giardia, Salmonella, Campylobacter)	Exclude until diarrhoea has ceased.	Not excluded.
Diphtheria	Exclude until medical certificate of recovery following at least two negative throat swabs, the first not less than 24 hours after cessation of antibiotic treatment and the other 48 hours later.	Exclude family/household contacts until cleared to return by an appropriate health authority.
Glandular Fever	Exclusion is not necessary.	Not excluded.
Hepatitis B	Exclusion is not necessary.	Not excluded.
Hepatitis C	Exclusion is not necessary.	Not excluded
Human Immunodeficiency Virus (HIV)	Exclude until appropriate treatment has commenced and visible sores are covered with a dressing.	Not excluded.
Impetigo (School Sores)	Exclude until appropriate treatment has commenced and visible sores are covered with a dressing.	Not excluded.
Leprosy	Exclude until return has been approved by appropriate health authority.	Not excluded.

<i>Condition</i>	<i>Cases</i>	<i>Contacts</i>
Measles	Exclude for at least four (4) days from the appearance of rash.	Immunised contacts not excluded. Non-immunised contacts to be excluded until fourteen (14) days after the first appearance of rash in the last case. If non-immunised contacts are vaccinated within 72 hours of their first contact with the index case, they may return.
Meningitis (Bacterial)	Exclude until well	Not excluded.
Meningococcal Infection	Exclude until well.	Not excluded.
Mumps	Exclude for at least nine (9) days after onset of symptoms.	Not excluded.
Poliomyelitis	Exclude for at least fourteen (14) days from onset. Readmit on a medical certificate of recovery.	Not excluded.
Ringworm, Scabies, Pediculosos (lice), Trachoma	Exclude until the day after treatment has commenced.	Not excluded.
Rubella (German Measles)	Exclude until fully recovered or for at least four (4) days after the onset of rash.	Not excluded. NB female staff of child-bearing age should ensure that their immune status against rubella is adequate.
Streptococcal Infection (including Scarlet Fever)	Exclude until the person has received antibiotic treatment for at least 24 hours and the person feels well.	Not excluded.
Tuberculosis	Exclude until production of medical certificate from appropriate health authority.	Not excluded.
Typhoid and Paratyphoid Fever	Exclude until production of a medical certificate of recovery.	Not excluded.
Whooping Cough	Exclude for five (5) days after starting antibiotic treatment.	Exclude unimmunised household contacts aged less than seven (7) years for fourteen (14) days after the last exposure to infection or until they have received five (5) days of a fourteen (14) day course of antibiotics.

Sun smart policy

It is compulsory for all students to wear hats all year. The Sun Smart Policy is available on the school website: <http://www.smwms.nsw.edu.au/>

Uniform

St Mary's School Board determines the school uniform which is compulsory for each student. In cases where this is temporarily impossible, the student must bring in a signed note from the parent.

St Mary's School uniform is comprised of the following -

SUMMER

Girls

Pale blue woven in/out shirt

Navy skorts

Black shoes

Navy socks

Bucket crested hat

SUMMER

Boys

Pale blue woven shirtmaker shirt

Grey shorts

Black shoes/boots

Grey socks

Bucket crested hat

SPORTS UNIFORM (BOYS & GIRLS)

SUMMER

Light blue polo shirt

Navy basketball shorts

Bucket crested hat

White socks

Joggers

WINTER (Ties to be worn from June 1)

Girls

Tartan skirt/navy slacks

Light blue shirts (long sleeve optional but the shirt needs to accommodate a tie)

Polar fleece jumper

Navy tights/stockings/socks

School tie (available from school)

Bucket crested hat

School Crested Beanie (optional)

WINTER

Boys

Grey trousers

Light blue shirts long sleeve optional but the shirt needs to accommodate a tie)

Polar fleece jumper

Grey socks

Bucket crested hat

School tie (available from school)

School Crested Beanie (optional)

WINTER

Polo shirt

Plain navy track pants (no stripes or writing)

Polar fleece jumper/navy jacket

Bucket crested hat

White socks

Joggers

It is expected that all items of uniform are kept in good order and students should present as clean and tidy. For health and safety reasons hair is to be worn tied back if longer than shoulder length.

Hair adornments must be in a colour scheme that matches the uniform and kept to a minimum.
Jewellery is also to be kept at a minimum.

Items available from Wendy's Embroidery

Navy skorts
Grey shorts (sizes 4-16)
Pale short sleeve blue woven shirts(embroidered)
In/out girls shirt (embroidered)
Shirtmaker, long sleeve, collar unisex (sizes 5-16)
(no need for embroidery)
Navy or grey socks
Bucket hats (crested)
Polar fleece jumper (crested) (sizes 4-16)
Girls slacks
Girls microfibre tights
Girls cotton tights

Items available from Sport Spot

Navy sport shorts

Tartan skirts are made locally and further information is available from the school.

Available at school:

Ties (to be worn from June 1)..... \$16.00

School back packs Small: \$50.00

Second Hand Shop.....The school also operates a second hand uniform shop.

St Mary's

Affordable Investment In Your Child's Future

School Fees

Tuition Fees are set by the Catholic Education Commission and are payable to the Catholic Education Office each term via the school office. Resources, Building & Maintenance Levy and ICT Levy are school based fees set by the school Board. Although fees rise each year we try to keep the level of fees to a minimum. We need to charge fees to cover the shortfall in government funding. For further information on this topic please see the Principal

Accounts are forwarded to parents within the first three weeks of each term, for payment within thirty days. Fees may be paid by cash, cheque, direct debit, Eftpos or Bpay on a weekly, fortnightly, monthly, half-yearly or yearly basis.

Parents experiencing financial difficulty are encouraged to speak confidentially with the Principal, who may be able to make arrangements for a payment plan that will suit your family circumstances. Scholarships are also available through the Parish. **In accordance with Archdiocesan policy no child will be denied Catholic schooling because of a genuine inability of parents to pay fees or levies.**

SCHEDULE OF FEES 2017

FAMILY FEES	
Tuition fee (set by the Catholic Education Office)	\$ 284.00 per term
Admin, Building & Maintenance levy	\$ 268.00 per term
ICT levy	\$ 36.00 per term
SUB TOTAL	\$ 588.00 per term
PER CHILD LEVY	
The Resource levy is charged per child per term	\$ 65.00 per child/per term
TOTALS	
Family fees plus Resource levy – 1 child	\$ 653.00 per term (\$50.25 per week)
Family fees plus Resource levy – 2 children	\$ 718.00 per term (\$55.25 per week)
Family fees plus Resource levy – 3 children	\$ 783.00 per term (\$60.25 per week)