



ST. ANTHONY'S CATHOLIC PRIMARY SCHOOL

2022 Parent Guide

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***At our very heart is the desire for each individual student to flourish across academic, physical, cognitive, emotional, social and spiritual domains. We support students to grow in virtue and to embrace a view of themselves and the world that leads to peace, justice, and the prosperity of society as a whole. Ours is a journey towards hope and optimism that is enlightened by faith and animated by love.***

***In partnership with the wider community, our students strive for excellence and acquire the knowledge, skills and attitudes that ensure lifelong learning and empower them to contribute to the global community.***

## Welcome to St Anthony's Catholic Primary School

### From our School Principal – Ms Erin Nagel

Dear Parents, Guardians and Families.

It is both an honour and privilege to be the Principal of St Anthony's - a community driven school with a warm heart and welcoming staff who are dedicated to the needs of our students and families from all around the world.

At St Anthony's, we aim to give every child in our care the very best possible education in order to prepare them for secondary school and beyond. As a Catholic primary school with strong connections to the parish of St Anthony, we focus on the 'the whole person' – nurturing the academic needs of students alongside their well-being, social and spiritual development.

St Anthony's offers a learning program based on a unique combination of academic and personal growth objectives that are designed to exceed the requirements of Victoria's Curriculum Capabilities while offering flexibility to cater the individual needs of each student.

Many families choose St Anthony's for its innovative structure and learning spaces that invite learners into the future by focusing on the skills of collaboration,

***We aim to provide a school environment where 'Every person can flourish and be known' This means that our teaching program identifies the unique needs of each individual student, and delivers a learning program designed to grow them into the best person that they can be.***

communication, critical thinking, problem solving and creativity; while others are drawn to the rich relationships and partnerships that define our school community.

Whether you choose St Anthony's for the wide range of programs and opportunities on offer; our top class teaching facilities; or our highly experienced and dedicated teaching staff; I genuinely believe that we offer the most comprehensive and rigorous teaching programs available through a local primary school

I look forward to welcoming you into our St Anthony's community, 'where every person can flourish and be known'.



## From our Parish Priest – Father Brian Collins

Dear Parents, Guardians and Families.

We are delighted to welcome you to St Anthony's Catholic Primary School Noble Park.

For more than 60 years, our school has served the children and families of our community with a strong and holistic focus on academic growth, social development, individual wellbeing and spirituality. And with strong relationships across the community, parish and school, we have never been in a better position to look after the needs of our students and their families.

We are in the midst of an exciting time for both the parish and the school community. The last few years has been a time of significant progress in Catholic education during which St Anthony's has achieved excellent results in all nationally recognised measures of student academic performance – the legacy of a carefully chosen and experienced teaching staff.

Over the years a great deal of effort has been put into choosing the right people to join the team at St Anthony's.

These are people with strong interpersonal skills who relate easily to children, parents and to each other. People who are professional and always seeking new learning. As a result, we have an outstanding team who work extremely well together and who are committed to helping students achieve the highest standards of academic, social and personal development.

And while our excellent academic results are the result of years of hard work by passionate and dedicated teachers and leaders, we can assure you that the continued professionalism, passion and dedication of the St Anthony's staff has our school well positioned to deliver the highest possible results for your children in the years ahead.

Thank you for choosing St Anthony's as your school and community. May we be a blessing to one another as we work as one for the welfare and guidance of your child and all students of our school. Let us enjoy this opportunity of shaping your child to be the best person they can be.



## Learning at St Anthony's – Where every person is known

*“Stand aside for a while and leave room for learning, observe carefully what children do, and then, if you have understood well, perhaps teaching will be different from before.” – Loris Malaguzzi*

In the past the job of schools and education was purely to respond to the workplace, to prepare a workforce of regimented, structured workers for an era of industrial revolution and Nation building. The work of the teacher was to pass on knowledge and fill the brain with information. All students were required to do was to replicate it and memorise it in silence and without question. Yesterday's answers offer limited solutions for today and learners are not looking towards yesterday's answers. They are searching for tomorrow's solutions. At St Anthony's, we work strategically together to respond to the

needs of our world today and to rethink and reimagine traditional education.

Together with our students, with their voice leading the way, our learning and teaching philosophies gather meaning from truly collaborating with each other, asking questions, testing hypotheses, creative approaches, problem solving and negotiation. Student voice means 'nothing about them without them'. We are always strengthening this philosophy and finding new ways to engage our students in driving their learning and choice.

*‘It's necessary that we believe that the child is very intelligent, that the child is strong and beautiful and has very ambitious desires and requests. This is the image we need to hold.’ – Loris Malaguzzi*

At St Anthony's we encourage curiosity and creativity, critical thinking and connect faith to life through HEAD, HEART and HANDS in innovative environments. These environments move and change with our students who are at the heart of everything that we do.

Our core curriculum is the Victorian Curriculum F-10

<https://victoriancurriculum.vcaa.vic.edu.au/>

We design the pathways to ensure student success in our cultural and local context.

Through strategic approach to curriculum planning, linked to the Strategic Plan and the Annual Action Plan, St Anthony's ensures that the shared vision is embedded. All educators, education support staff and community staff share a common understanding of the vision and the curriculum direction. Weekly Data Dialogues and planning link student data with student needs. Student's needs are discussed every week and the School Data Plan and Assessment Schedule ensures relevant assessment from F-6 and authentic teaching and learning.

All educators and education support staff have ongoing professional learning within a strong coaching and mentoring culture focused on continuous professional development that provides all educators with the skills and understandings required for today's learning environments. A strong leadership team drives this commitment forward.

At St Anthony's we promote a community of learning through:

- St Anthony's Playgroup
- Parent gathering space and education programs
- 3 and 4 year old kinder programs at the Early Learning Centre

- Faithbased inquiry learning
- Innovative and flexible learning environments promoting student voice
- Indoor/outdoor learning environments
- Library and resource centre
- Differentiated learning pathways
- Literacy and numeracy
- Intervention programs
- New arrivals program
- Oral language and talk boost programs
- STEM

Specialist classes:

- Performing Arts
- Visual Arts
- Physical Education
- Japanese Language and Culture
- Community Garden

### Faith Based Inquiry

At St Anthony's Primary School, we refer to the teaching of Religious Education as Faith Based Inquiry. Faith Based Inquiry is an opportunity for students to delve deeper into their learning, search for truth and explore the unknown, themselves and the world around them. In Faith Based Inquiry students are provided the opportunity to develop their knowledge of Religion, Science and the Humanities in relationship with the Catholic Tradition and the Catholic Social Teachings. Faith Based Inquiry challenges our students to reflect on, analyse and evaluate big questions about themselves, their community and the world and interpret them in the context of the Catholic Tradition and the life, death and resurrection of Jesus. Faith Based Inquiry encourages our students to make connections to different religions, beliefs



and values while exploring their own customs and traditions.

By working through the Design Thinking Process students will explore their big topics and questions through immersion and provocation, investigate new ideas and put their learning into practice by designing, creating and sharing with others. In doing this, students continue to build a culture of learning together through dialogue, collaboration and shared ideas. Our hope is that through

Faith Based Inquiry, our students will continue to develop the skills they need to become lifelong learners, embrace difference and diversity and make an impact in our world. As educators, we acknowledge that we do not have all the answers. Our students guide us. We listen, they question, and we discover together.

### Literacy Learning at St Anthony's

At St Anthony's, we believe that every learner flourishes through the explicit and effective teaching of literacy skills. We know learning about English and through English happens within every interaction during the school day. We know our students and how they learn and we differentiate our teaching to achieve proficient speakers, readers and writers. We believe that working with our families as partners greatly enhance the development of English in our students. We provide many opportunities for our students to interact orally, to read and write every day within a framework which involves the whole group, small group and individual instruction. Students at St Anthony's are encouraged to problem solve, self regulate and monitor their own learning in a collaborative setting.

We follow the Victorian curriculum and promote the use of a range of effective, evidence-based teaching practices throughout the school. We recognise that the development of oral language is a precursor to all learning and we ensure that it underpins all learning. At St Anthony's, leaders support our classroom teachers in their implementation of best-practice through collaborative planning, teaching and coaching. We support every teacher to continually enhance their teaching through providing high quality professional learning.

### Literacy support and intervention programs

Where literacy forms such a critical aspect of student academic performance across a range of subjects, St Anthony's offers a range of powerful short term intervention programs for students that might have difficulties meeting the required reading and writing standards of their year level.

Program	Program description
<b>Quick 60</b>	'Quick 60' provides additional support for student's reading and word skills. Focusing on reading strategies, reading and spelling of common words, writing and sound knowledge, lessons provide practice in fluency and developing comprehension. Students typically attend the program for at least 45 minutes, three times a week, during school hours.
<b>Levelled Literacy Intervention (LLI)</b>	'Levelled Literacy' Intervention focuses on reading comprehension and sound knowledge. Lessons include reading, writing and learning about phonics. The LLI lessons are given in addition to the regular reading instruction the student receives in the classroom. Target group are students mainly from Year 1 and 2. Students typically attend the program for at least 45 minutes, three times a week, during school hours.
<b>Reading Recovery</b>	<p>'Reading Recovery' is an internationally evidence-based intervention program proven to be a very effective way of supporting young literacy learners and is designed for students in Year One who are experiencing difficulties with reading and writing. Reading Recovery is a short-term intervention that:</p> <ul style="list-style-type: none"><li>• Is supplementary to the classroom reading and writing program;</li><li>• Involves one teacher and one child working together daily for 30 minute lessons;</li><li>• Engages children in reading books and writing their own stories; and</li><li>• Fosters success and independence in reading and writing.</li></ul>



### Numeracy - essential skills for mathematical reasoning

At St Anthony's we believe that Mathematics provides students with essential mathematical skills and knowledge in Number and Algebra, Measurement and Geometry and Statistics and Probability. It develops the numeracy capabilities that all students need in their personal, work and civic life, and provides the fundamentals on which mathematical specialties and professional applications of mathematics are built.

At St Anthony's, Mathematics aims to instil in students an appreciation of the elegance and power of mathematical reasoning. Mathematical ideas have evolved across all cultures over thousands of years and are constantly developing. Digital technologies are facilitating this expansion of ideas and providing access to new tools for continuing mathematical exploration and invention.

Educators at St Anthony's focus on developing increasingly sophisticated and refined mathematical understanding, fluency, logical reasoning, analytical thought and problem-solving skills. A variety of learning contexts including the use of hands on materials, open-ended tasks, rich learning activities and mental computation strategies are used to promote the joy of mathematics and the learning of mathematics in practical ways. Educators allow time for learners to practice skills and time for learners to interact and explain their learning through sharing and reflecting.

### Specialist Lessons

Every week students attend specialist classes. During this time the year level teachers are able to plan, use data to plan programs and work from week to week designing the curriculum pathways for our learners. Specialist lessons include:

- Japanese;
- Visual Arts;
- Performing Arts (Music, dance, drama, mindfulness); and
- Physical Education.

### Swimming lessons, year levels P-6

The compulsory swimming program offers an intensive 8 lesson, 45 minute program, held over two weeks. The swimming program is conducted at Fastlane Aquatics at Haileybury College in Keysborough at a cost of approximately \$125 per student. This cost covers pool admission, instructor costs, swimming cap and transportation by the bus.

### Celebration groups and lunchtime clubs

St Anthony's offers a range of additional activities for students that take place during recess. These include:

- Choir;
- Art and Craft Club;
- Lego club;
- Sport Club;
- Board Game Club;
- Dance Club;
- Story time.

Further details of these activities can be obtained from your child's year level teacher, or from our front office.

### Parent Support Group Meetings

Parent Support Group meetings are held with families once a term for students requiring substantial or extensive adjustments to their learning. Individual Learning Plans are shared and discussed during these meetings so as a team, parents, teachers and any allied health professionals can support the student.

Access to equal and equitable teaching and learning is made possible through the Nationally Consistent Collection of Data (NCCD), which is an annual collection of information about Australian school students with disability. The NCCD enables schools, education authorities and governments to better understand the needs of students with disability and how they can be best supported at school.

### Home learning / homework

Learning at home can take a number of different forms that offer valuable experiences. The amount of time that students are expected to spend on homework will depend upon the age, ability, home environment and extracurricular activities of students, including family and cultural obligations. It is important that students of all ages have opportunities for free time, leisure and physical activities outside of school. Homework is not meant to be an onerous task or something that results in stress or anxiety in the home.

The main types of home learning are outlined below.



### Practice exercises

Practice exercises allow students to apply new knowledge or review, revise and reinforce newly acquired skills including:

- Consolidation exercises, such as the memorisation of tables for maths;
- Practising for mastery, such as punctuation and grammar;
- Revising information about a current topic;
- Practising words or phrases learnt in a language other than English;
- Reading for pleasure; and
- Essay writing.

### Preparatory homework

Preparatory homework allows students to gain background information on a unit of study so that they are better prepared for future lessons. Preparatory homework will include:

- Background reading on various topics;
- Reading an English text for class discussion;

- Researching topics for a unit of work; and
- Collecting items, such as geometric shapes.

### Extension assignments

Extension assignments encourage students to pursue knowledge individually and imaginatively. Assignments might include:

- Writing a book review;
- Making or designing something, such as an artwork;
- Conducting investigations for science, or social science;
- Researching areas of interest such as history and local news;
- Information gathering, such as using a home computer to find relevant subject material on the internet; and
- Monitoring newspapers for areas of relevant interest.

Learning at home tasks may be available through hard copy, online (student email or Google Document, Slide etc), ClassDojo or on our school website.

Suggested Time Frames for daily home learning (Monday to Thursday- due in on Friday):

Grade Level	Learning at Home Tasks	Reading
<b>Prep (Foundation)</b>	Not required	Min. 5 minutes
<b>Level 1 and 2</b>	Not required	Min. 10 minutes
<b>Level 3 and 4</b>	Min. 10 minutes	Min. 15 minutes
<b>Level 5 and 6</b>	Min. 15 minutes	Min. 20 minutes

## Celebration of Faith

### Catholic Social Teaching

The Catholic Social Teaching Team at St Anthony's Primary School encourages students to take action within their community. This provides students with the opportunity to become leaders, enhance their interpersonal skills and to raise awareness of local and global issues, inspire positive change and provide assistance to those in need.

By including our whole community in our Catholic Social Teaching journey, we aim to create a learning environment that engages teachers, students, families, and staff in a deeper and more meaningful way.

Through our Catholic Social Teaching Team, students are encouraged to become involved in a number of social justice projects including:

- Project Compassion
- Catholic Education Week
- Family Week
- Cold comfort day
- ANZAC Day
- Remembrance Day
- Christmas appeal
- Charitable appeals for current relevant social causes

### Sacramental Program

St Anthony's Parish and School work collaboratively to provide a sacramental program for students in grades 3 to 6. Students have the opportunity to receive their sacraments of Reconciliation, First Eucharist and Confirmation. It is through the sacraments that the students deepen their understanding of the Catholic tradition and their relationship with God.

The Parish team coordinates the sacramental program and works closely with the school's Religious Education and

Inquiry Leader, teachers and families to prepare students for these celebrations. Preparation includes attending sacramental information nights, commitment masses and sacramental workshops.

### Mass with our community

The greatest expression of our faith is the Eucharistic celebration. Children's faith can be greatly nurtured by attending mass. Through the Mass children learn:

- That they belong to a parish family;
- To share the sign of peace – a special sign that we are in community with one another;
- The sign of the cross – begins and ends any special prayer;
- To pray the formal and traditional prayers of our church;
- How to stand and kneel for prayers;
- How to be reverent in a church;
- To genuflect; a tradition in our church that shows respect for the word of God; and
- About the involvement and commitment others have to our faith.

Throughout the school year special Masses are held in the parish church. The details of our special masses can be found in the school newsletter or by contacting the parish (please see Parish contact details contained in this booklet).

### Student Leadership

Student leadership at St Anthony's Primary School is an integral part of the development of student voice which is firmly based within values that reflect the Catholic tradition. It prepares students with significant life skills and experiences that equip them for the future. School leaders actively participate in school life.

Their ideas and opinions are listened to and valued so that they feel respected and encouraged to make further contributions. At St Anthony's Primary School, we believe that we need to make student leadership development programs a part of student welfare, so that parents, students and staff are clear about what is being offered and what is required of them.

The members of St Anthony's Primary School Student Leadership team consists of two School Captains, two School Vice Captains and eight House Captains. The school also offers the opportunity for a student from each class from Year 3 to Year 6 to be part of the Student Representative Council. A group of Year 6 students are members of the Catholic Social Teaching Team which is founded on the key themes that are at the heart of our Catholic Social Teachings.

Throughout the year, to encourage positive behaviour, support and lead by example, the Student Leaders are required to perform a range of duties to develop skills, initiate events, build partnerships with community groups, contribute to school events, reflect on their strengths and weaknesses, raise awareness of local and global real world issues and lead student teams. They also develop mediation and public speaking skills.

All students are required to uphold High Expectations and the St Anthony's Primary School Code of Conduct:

- Respect Yourself
- Respect Others
- Respect Your School

The Student Leadership team at St Anthony's School is chosen by their peers from Level 4, 5 and 6.

The successful students hold the role for the entire year and consists of the following positions:

- School Captains and Vice Captains
- House Captains
- Students Representative Council members
- Catholic Social Teaching members

#### School Captains and Vice Captains

As members of St Anthony's Primary School Student Leadership team, the expectations are higher than those held for the general student body. They are to conduct themselves with dignity in order to be an example to the other students and an asset to the school. They represent their school and its students as confident members of a student leadership team. Student Leaders demonstrate exemplary behaviour in the classroom, the playground, at assembly and on excursions.

#### House Team Captains

St Anthony's Primary School has four House Teams. On enrolment each child is allocated a House Team. Each House is represented by two members; one member from middle school and one member from senior school. This role provides opportunities for the students to develop their communication and leadership skills. The leaders are responsible for their respective Houses namely:

#### St Nicholas

Red house is named after St Nicholas. Students in the red house represent the school value of kindness. St Nicholas had a giving and charitable heart and was known for giving to those in need.

### St Andrew

Blue house is named after St Andrew the Apostle. Students in the blue house represent sportsmanship, friendship and acceptance of others. St Andrew was one of Jesus' closest disciples and was kind and fair to all.

### St Mary Mackillop

Yellow house is named after St Mary Mackillop. Students in the yellow house represent courage, just as St Mary Mackillop did when she provided a voice for those who didn't have one and provided the right of education for those who couldn't access it. provided the right of education for those who couldn't access it.

### St Theresa

Green house is named after St Theresa the little flower. Students in the green house represent love, just like she did as she spent her time doing good and being an inspiration to many in making God loved by all. She was humble and devoted in her life to God.





## Assessment and Reporting

Students at St Anthony's are assessed on their performance against clear objectives and assessment criteria set out for each year level and subject. The objectives and assessment criteria are presented clearly to students and parents so that they understand:

- What they are learning, with a focus on the specific individual components of a subject area;
- The purpose of their learning. Students are provided with context for the topics within each subject so that they understand the importance and relevance of what they are learning; and
- Why success looks like - how they will be evaluated, and the knowledge they need to demonstrate when they are being assessed.

A 'data based approach' means that each student's results are constantly measured so that teaching can be targeted at individual student needs

Our teachers use weekly data dialogues and data planning to link student data with student needs. Student's needs are discussed every week and the School Data Plan and Assessment Schedule ensures relevant assessment across all year levels. This means that each student's progress is monitored on a continual basis and that any gaps in the student's knowledge can be addressed by the teacher at the appropriate time, and corrected so that each student has the best possible chance of academic success.

### Student Reports

St Anthony's Student Reports provide parents with a snapshot of their child's results in each of the subjects studied at their year level. The report is designed to show the growth in each child's progress along a continuum; identify each child's strengths and achievements; and highlight the areas where further work may be required to meet year level performance expectations.

The reports are designed to stimulate discussion between parents, teachers and students to ensure that all 'partners' in each child's education have a common and objective understanding of the needs of the child. This common understanding is then used as a basis for setting individual goals for each student for the next semester.

Students reports are provided to parents during June and December each year, and parents are encouraged to make contact with their child's teacher to discuss feedback contained in the students' report in order to help them set goals for the following semester.

### 'Getting to know you' conversations

In February each year we host an informal 'getting to know you evening' with your child's teacher. These 10 minute meetings between teachers and parents are personalised to you and your child, and allow parents and teachers to get to know each other and exchange information that help the school best meet the needs of each individual child.

### Three way learning conversations

In June each year, we hold '3 way learning conversations' between teachers, students and parents, where students have the opportunity to share information from their learning ePortfolio and talk about their results and achievements. These sessions provide an opportunity for students, their family, and the school to discuss learning needs midway through the year and set goals for Semester 2.



## Family Engagement in Learning

### Family engagement drives academic results

At St Anthony's, the benefits of family engagement in learning are numerous and include:

- Higher levels of student achievement;
- Reduced absenteeism;
- Better attitudes to learning;
- Better social skills; and lower instances of behavioural problems;
- Improved trust in the school;
- Better teacher-student relationships;
- Increased cultural competencies; and
- Higher student expectations of themselves.

### A curriculum that engages families and the wider community

Curriculum design in a Catholic school provides opportunities to actively engage in collaborative, socially connected and relevant learning. With Community partners, our teaching staff design a curriculum that moves learning beyond the boundaries of the traditional school. Our curriculum engages families alongside local and global communities to support, extend and challenge our students.

### Our approach to family engagement:

- Is an essential element in School Improvement;
- Requires clear two way communication between staff and diverse family groups;
- Is a professional obligation of all teachers and staff;
- Respects parents and carers as the primary educators of their children;
- Requires all staff to actively develop positive relationships with parents to enable a strong partnership between the school and home;
- Acknowledges the importance of building connections between families; and
- Involves multiple family engagement methods across a range of platforms and initiatives.

## Student Wellbeing

### Positive behaviour and anti-bullying

At St Anthony's we strive to provide safe classroom communities that provide students with a sense of safety, affirmation and belonging, alongside opportunities to explore faith and social / emotional skills. We provide a positive school climate that improves the academic achievement of our students who feel safe and well supported.

Our staff are responsible for creating a classroom environment where each student's rights and responsibilities are heard, understood, respected and reflected upon. Positive behaviours and relationships are explicitly taught as part of our Social Emotional Learning program and Personal and Social Capabilities curriculum.

Copies of our 'Positive Behaviours Policy', 'Child Safety Policy' and 'Anti-Bullying Policy' can be found on our school website:

[www.sanoblepark.catholic.edu.au](http://www.sanoblepark.catholic.edu.au)

### Learning Diversity

'Diversity encompasses all students across a range of cultural, academic, social, emotional and physical differences. Learning diversity refers to the infinite variety of experiences and attributes a child brings to their formal learning at school.

St Anthony's aims to meet the needs of all students. We make adjustments to suit the needs of individuals so that all students can experience success. We ensure inclusivity and challenge and support all students, teachers and parents to be the best version of themselves.

### Student Vision

Students at St Anthony's are encouraged to:

- Hold high expectations for themselves;
- Respect each other;
- Approach each day positively;
- Be the best that they can be;
- Be honest in all they think, say and do;
- Respect others;
- Play a fair game;
- Be caring and encouraging of others;
- Think about the possible effects of their words and actions before they speak or act;
- Respect their school; and
- Look after the school's resources.

### Wellbeing at St Anthony's- woven into every part of our day with your children

'The mission and privilege of the Catholic school is to build a community where authentic relationships, based on love, provide the means and the support for all students to flourish and grow into the fullness of life.' (Archbishop Denis Hart, Catholic Education Melbourne)

At St Anthony's we are constantly inspired to provide supportive and safe environments based on strong and healthy relationships and 'being known'. Starting with the healthy and happy relationships that our staff have with each other, our teachers seek to understand and meet the needs of all learners, so that every student can experience success.



## Social and Emotional Learning teaches our students how to be better learners

Social and Emotional Learning (SEL) 'is the process through which we learn to recognise and manage our emotions, care about others, make good decisions, behave ethically and responsibly, develop positive relationships, and avoid negative behaviours.

At St Anthony's SEL is woven into every learning opportunity and interaction with each other.

Through daily dedicated mindfulness sessions, students are allowed the time to reflect, transition and prepare for their next learning session. Our focus on SEL empower students to recognise and manage their emotions in a constructive way that supports their overall academic performance.

## Mindfulness minimises distractions

Our approach to mindfulness teaches students to pay attention to what's happening both around and within themselves, and to notice thoughts, feelings, and sensations as they arise. We teach students how not be judgemental of

the thoughts and feelings that they experience, but to be aware of what's going on and how this makes them feel. By helping students 'tune into themselves' they are better able to regulate their feelings and responses to events as they arise. This process helps to minimise the emotional distractions in your child's learning.

Mindfulness at St Anthony's is built into every day. It can take the form of mindful prayer, mindful meditation, mindful listening, mindful colouring, mindful movement or mindful brain breaks. Mindfulness teaches students to self-regulate, to calm, to practise gratitude and to get ready to learn through 'mindful moments'. All learning spaces have 'mindful corners' or 'mindful spaces' that students can access as needed.

## Student supervision

At playtime and lunchtime there are five teachers on yard duty at any one time and one staff member attending to sick bay. Supervision is active and all supervisory staff wear a fluorescent vest and carry and small first aid pouch.

Student led activities are held at lunchtime and supervised by a teacher.

## Communication

St Anthony's uses a range of tools to communicate with parents. These include:

### Class Dojo

Class Dojo is a digital communication tool that enables parents, teachers, and students to work together as a team, share in the classroom experience, and make each student's learning accessible and visible in both the classroom and home environments. Class Dojo supports:

- One-to-one messaging;
- 'School stories' and 'class stories' that illustrate what students are learning;
- Electronic portfolios, or 'ePortfolios' of the work that your child has completed across various subjects (see below); and

The School will also post all newsletters and other school information on the Class Dojo.

Class Dojo also allows parents to contact the school to notify of absences, holidays and requests to make appointments with teachers. Dojo is a personal connection from school to parent where achievements, photos and learning can be shared and celebrated on a one to one basis.

You can access the Class Dojo through any internet browser.

### E-Portfolios

Class Dojo gives students the ability to showcase their learning by adding photos and videos to their own, individual digital portfolios.

Students can upload photos, videos, drawings, and journal entries through ClassDojo, and can also upload Microsoft Office files, PDFs, and image files from any laptop.

Teachers can assign learning opportunities directly to individual students. Parents and teachers are encouraged to leave positive feedback in the form of a 'like' and / or comments.



## ClassDojo

### Email

Emailing parents directly allows for timely communication about what's happening in the classroom and the sharing of information about important events or activities. While we can email both parents or guardians nominated on the student enrolment form; we usually only email the primary contact to avoid duplication.

Beginning in 2022, St Anthony's will begin to provide family emails that connect our parents to a family school site and their child's Class Dojo. This will allow better communication between teachers and families and increased access to school events and activities.

## Social media

St Anthony's maintains a Facebook page and Instagram account where we regularly post information on activities and key events relevant to students and parents.

## Newsletters

Fortnightly newsletters are posted via Dojo and the School website every second Friday.

All year levels send out a newsletter at the beginning of each term to inform families about curriculum, expectations and what's happening in the learning spaces.

## School website

You can find our school website at [www.sanoblepark.catholic.edu.au](http://www.sanoblepark.catholic.edu.au) Our website is where you can find all the most up to date information about what's going on in the school including, news, events calendars and community information.

## School policies effecting communications

Each of these communication tools is guided by a formal set of protocols which help parents and teachers understand the appropriate use of each. Please refer to the student, staff and parent codes of conduct available on the school website for more information.



@sanoblepark



@sanp3174

## School calendar and School Hours

Please refer to our school website for a more comprehensive school calendar with all school dates.

### Term 1, 2022

Staff return	27 January 2022
Staff planning day	28 January 2022
First day for students 1-6	31 January 2022
Preps start	31 January 2022
Labour Day – Public holiday	14 March 2022

### Term 2, 2022

Students return – Term 2 begins	26 April 2022
Swimming begins – Years P – 6	16 May 2022
Last day of swimming – Years 1-6	27 May 2022
Queen's birthday – Public holiday	13 June 2022
Last day of Term 2	24 June 2022

### Term 3, 2022

Students return – Term 3 begins	11 July 2022
Last day of Term 3	16 September 2022

### Term 4, 2022

Students return – Term 4 begins	03 October 2022
Melbourne Cup Day – Public Holiday	1 November 2022
Last day of Term 4	15 December 2022

### School hours

<b>School gates open</b>	8:30AM
<b>Teachers go to learning spaces</b>	8:30AM
<b>Students go to learning spaces</b>	8:40AM – 8:45AM
<b>Learning Session 1</b>	8:50AM – 10:50AM
<b>Eating time</b>	10:50AM – 11:00AM
<b>Recess 1</b>	11:00AM – 11:40AM
<b>Learning Session 2</b>	11:40AM – 1:40PM
<b>Eating time</b>	1:40PM – 1:45PM
<b>Recess 2</b>	1:45PM – 2:25PM
<b>Learning Session 3</b>	2:25PM – 3:20PM
<b>School day ends</b>	3:20PM



## Community

Community is the central theme at St Anthony's, as we are far more than just a primary school. We are a community in which many of our parents and families are actively involved in a range of activities that complement and support their children's education.

### Key principles of community engagement at St Anthony's

- We are an outward-facing school where collaborative relationships are built both within and beyond the classroom;
- We inspire students to understand that they have a place in the community and that the community can be enhanced through their actions;
- We encourage and pursue partnerships and collaboration with each other to enhance the community;
- We value respectful and genuine relationships with families and the broader community;
- We encourage and develop self-awareness, responsible decision making and relationship skills in all members of our community; and
- We develop nurturing and empathetic relationships that encourage all members of the community to be adaptive and to pursue ongoing learning.

### St Anthony's Community Hub

St Anthony's Community Hub is part of a National program that connects families

with each other, their school, and existing support services.

The Hub offers access to services and service providers that support families. St Anthony's Community Hub program currently offers families:

- Children's Playgroup;
- English Language Classes;
- Adult Computer Classes.

The Hub is open before school at 8.30AM and closes at 3.45PM. Parents are welcome to come along and relax and enjoy a cup of tea or coffee. All families attending the Hub will need to sign in at the Hub.

### Playgroup

Playgroups are places where families get together with their young pre-school children for a couple of hours each week to connect, learn through play and most importantly, have fun. Playgroup is one of the first, and most important social networks for children and families.

St Anthony's Playgroup is located in our Community Hub and is open to everyone in our Community. We welcome and value all visitors to our beautiful group and Debbie (our playgroup facilitator) nurtures and knows every single person who walks in the door.

Playgroup operates Wednesday and Thursday each week 9.30AM to 11.45AM in the Community Hub. Access to playgroup is via an entry gate and parents are asked to sign in on arrival and bring a piece of fruit to share.

## Adult Education Classes

St Anthony's offers a range of free adult education classes in our Community Hub. If you would like to attend please contact Debbie or Lisa on (03) 9546 0044. These classes are very popular so please register your interest as soon as possible. Please note that children cannot attend these classes.

Class	When
English Language	Tuesday: 10:00AM – 12:00PM; or Friday: 9:30AM – 1:00PM
Computer Skills	Tuesday: 9:30AM – 11:30AM; or Wednesday: 1:00PM – 3:00PM



## Kindergarten / Early Learning Centre

Our integrated Early Learning Centre runs 3 and 4 year old kindergarten groups. The kindergarten is located next to the Primary School within the St Anthony's Primary School grounds.

At the heart of this facility is the belief that each child is a competent learner from birth. The kindergarten's team of nurturing and experienced educators deliver high quality and inclusive three and four-year-old kindergarten programs that help each child realise their potential.

Educators will partner with you – your child's most important educator – to develop a play-based learning program that encourages your child to expand their emerging interests and abilities through planned and spontaneous learning experiences.

In turn, your child will develop vital social, emotional, physical, language and cognitive skills. Even more importantly, educators will ensure your child is safe, secure and happy while they attend our centre.

Our Early Learning Centre is a secular kindergarten offering high quality early childhood education to all children in the Noble Park Community.

For more information about enrolments or to arrange a tour of the Kindergarten / Early Learning Centre, please contact our office on (03) 9546 0044.

***And he answered, "You shall love the Lord your God with all your heart and with all your soul and with all your strength and with all your mind, and your neighbour as yourself." Luke 10:27***



## School culture

### Expectations of the school community

St Anthony's is committed to providing a respectful learning environment that is safe, positive and supportive for all students, staff, parents and other members of the school community.

We believe that Parents, Guardians and Carers are valuable contributors in the life of the school and play a key role in the education of their children. As such, it is imperative that they act at all times in the best interest of all students, their families, staff members and the broader school community.

### Code of conduct

St Anthony's Primary School provides all parents with clear guidelines regarding the conduct expected of them when they are: on school premises; communicating with staff and other parents; engaging in school related activities; attending school events; or in any other way representing the school. Parents are expected to uphold the school's core values and expectations at all times. You can find our Code of Conduct on the school website: [www.sanoblepark.catholic.edu.au](http://www.sanoblepark.catholic.edu.au)

### School values

Our school is a community that exemplifies the gospel values of love, forgiveness, justice and truth.

Our school community recognises that everyone has the right to be respected, to feel safe and be safe and, in turn, our school community acknowledges each member's own obligation to behave responsibly. This Policy guides the actions of our school. It has been developed in consultation with the school community and seeks to prioritise respectful relationships and safety in response to the rights and needs of all members of the school community. A safe and supportive environment respects the rights of all students to learn, the rights of all teachers to teach and the rights of all members of the school community to be safe.

Every person at the school has a right to feel safe, to be happy and to learn.

St Anthony's will:

- Promote the values of honesty, fairness and respect for others;
- Acknowledge the worth of all members of the community and their right to work and learn in a positive environment;
- Maintain good order and harmony;
- Affirm cooperation as well as responsible independence in learning; and
- Foster self-discipline and to develop responsibility for one's own behaviour.

## School uniform

All students at St Anthony's are expected to wear the full school uniform at all times.

### Dress code

A uniform dress code reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school.

Our dress code applies during school hours, while travelling to and from school and when students are engaged in school

The St Anthony's student dress code takes into account issues such as expenses, health and safety and equality, and takes precedence over student's individual preference in matters of dress.

### Why we have a dress code policy

- To identify the students of St Anthony's School;
- Provide a cost effective method of dressing students Monday to Friday;
- Provide an equality of clothing that does not distinguish between socio-economic groups;
- Minimise competition; and
- Assist to develop a sense of pride in our school.

We strongly believe that the wearing of correct school uniform prepares students for Secondary School and the workforce where a certain standard of dress is expected

### Implementation of the Dress Code

1. Any child out of school uniform including appropriate shoes will have a note sent home following the normal "Out of Uniform Process".
2. If the situation continues and the child remains out of uniform the class teacher will follow up by ringing or speaking to the student's family to determine whether the family is able to afford the uniform.

The school Uniform Shop is located to the right of the entrance to the Padua Building and is open on Monday and Friday (except public and school holidays) from 8:40AM to 8:50AM.

Uniform Order Forms are available from the school office. Your order along with the correct money can be left at the school office on a Friday so that it can be processed on the following Monday. The order will then be sent to your child's classroom.



## School uniform

Item	Available from
<b>Summer Uniform</b>	
Monogrammed Royal Blue Polo Shirt	School
Maroon Shorts	School
Monogrammed Maroon Tracksuit Top or Bomber Jacket	School
Short White Ankle or Knee High Socks	Department store
Black Leather School Shoes	Shoe shop
Maroon & Blue Check Dress	School
Bike Short	School
School Hat: Compulsory in Term 1 and 4	School
<b>Winter uniform</b>	
Monogrammed Royal Blue Long Sleeve Polo Shirt	School
Monogrammed Maroon Tracksuit Top	School
Monogrammed Polar Fleece Vest	School
Blue Pant	School
Winter Blue & Maroon Tartan Tunic	School
Monogrammed Maroon Rain Jacket	School
White Socks	Department store
Navy Blue Tights	School
Black Leather School Shoes	Shoe shop
<b>Other items</b>	
Monogrammed School Bag	School
Monogrammed library bag	School

## Fees

### What does it cost to send my child to St Anthony's?

It is compulsory for Catholic Schools to supplement Commonwealth and State Grants as part of the General Recurrent costs incurred in the running of the school. This is why it is necessary to have school fees and student fees as well as fund-raising efforts to raise money for the school.

2022 FEE TYPE	COST PER ANNUM
Family fee	\$1,100 per family
Capital fee	\$200 per family
Student levy	\$260 per student
Swimming lessons	\$125 per student
Activity Night (Years 3&4)	\$20 per student
Camp (Years 5&6)	\$360 Waratah Beach Camp per student

### No family will be excluded because of difficulties in paying fees

No student will be excluded because of an inability to pay fees. In these cases, a suitable fee structure will be negotiated with the School Principal. However, it is the expectation that all families make every effort to meet their financial commitments. It is a matter of justice to all students and families that the financial burden is equally distributed.

### Family fee assistance scheme

The Archdiocese of Melbourne, through Melbourne Archdiocese Catholic Schools, offers a Family Fee Assistance Scheme through funding to assist families to send their children to Catholic primary schools.

The scheme is available to families eligible for a means tested Health Care Card.

The 2022 families with Health Care Cards can receive a discount rate on their school fees. Families will need to bring in their

Health Care Card to the office and set up a direct debit with the School.

Catholic schools have always welcomed families of all financial means. We hope that this scheme will make sending your child to a Catholic school even more affordable.

Families who make a full payment of fees on or before the 25<sup>th</sup> March 2022 are eligible to receive a 10% discount on their Family Fee, a total discount of \$110.

For those who prefer to pay in instalments fees can be paid in a number of ways either each week, fortnight, month, term or half-yearly. Fees may be paid in cash, by cheque, EFTPOS or through Direct Debit.

The amounts of these fees are decided annually by the School Advisory Group as it is necessary to review and assess the inflation rate which in turn effects our local contribution. While the costs of running a school typically increase each year as a result of increases in the cost of utilities, maintenance, staff salaries and the cost of living, we try to keep any fee increases to a minimum.

School fees are set in accordance with the Melbourne Archdiocese Catholic Schools Policy.

Any family experiencing difficulties please contact the school as soon as possible to arrange a meeting with the Principal.

### Bus Fee

The Bus Fee for children travelling on the bus will be charged separately once a Bus Enrolment Form has been received. Billing will occur at the beginning of each term and must be paid in full by the third week of term. The bus fees will be \$15 per week per family. This means a payment of \$150 per term.

## Visitors to the School

### Signing in

To ensure the safety of our school community, all parents who visit the school must sign-in to the school visitor system and wear a lanyard. Please see our

front office staff when you arrive at school, and they can provide you with a lanyard and show you how to 'sign-in'.

### Working With Children Check

To protect children from potential harm or abuse, all people who work directly with children under 18 years of age must have a Working with Children Check (WWCC). Any parent who wants to spend time within the school or work within the school on either a paid or voluntary basis will need a current WWCC.

You can obtain a WWCC online from the Department of Justice and Community Safety. If you need support in accessing a WWCC, the Community Team or your child's classroom teacher can help.

### Photography

While visiting St Anthony's parents must be aware that photography and filming of students is not permitted, as some parents prefer that their child or children should not appear in photographs or videos. This includes excursions, celebrations of learning and other school based events. Teachers and staff are aware of the students who do not have permission to be in photos or videos, and are permitted to take photos of other students whose parents have provided permission for their children to appear in photos and videos.

the school captains and vice captains of 2021. We strive to help your child or children to be known and to flourish here at St. Anthony's.

At St Anthony's, we all feel protected, safe and welcomed under the care of our teachers, Learning Support Officers (LSO's) and staff members who guide us through

## A final word from our School Captains and Vice Captains

Dear Parents,

Welcome to our school community. Our names are Younghoon, Gemma, Jackson and Nicole, and we are honoured to be

the journey of our schooling. We hope that your children will feel the same way.

Our school encourages students to flourish by allowing them to use their student voice to help make improvements and create positive change throughout our school and the local community. We also have outstanding learning areas to help us to work cooperatively and collaboratively with others, which helps us make new friends.

At St Anthony's, we are privileged and honoured to have the opportunity to participate in specialist classes such as: visual arts; performing arts; Japanese

culture; and physical education, in addition to our maths, English, science and humanities lessons.

The students of St Anthony's are here to make a difference to our school and the community.

We look forward to working with your child and hearing the contribution of their student voice within the school community. And above all, we hope they have a wonderful experience here at St Anthony's.

**Younghoon, Gemma, Jackson and Nicole  
Your School Captains and Vice Captains  
for 2021**

## Contacts

### School contact details

<b>Street Address</b>	90 Buckley Street Noble Park, Victoria, 3174
<b>Office</b>	Hours: Monday – Friday, 8:30AM – 4:00PM Phone: 03 9546 0044 Email: <a href="mailto:office@sanoblepark.catholic.edu.au">office@sanoblepark.catholic.edu.au</a>
<b>Website</b>	<a href="http://www.sanoblepark.catholic.edu.au">www.sanoblepark.catholic.edu.au</a>
<b>Principal</b>	Ms Erin Nagel Email: <a href="mailto:principal@sanoblepark.catholic.edu.au">principal@sanoblepark.catholic.edu.au</a>
<b>Alfred Street Kinder / Early Learning Centre</b>	Phone: 0427 489 855
<b>After hours child care</b>	Phone: 0423 766 886
Please refer to the 'contact' section of the school website for a full list of contact details.	

### Parish contact details

<b>Parish Priest</b>	Father Brian Collins
<b>Parish Website</b>	<a href="http://www.stanthonysparish.net">www.stanthonysparish.net</a>

## School map





## Additional information

<b>School Access</b>	The quadrangle and back gate are supervised before school from 8.30 to 8.45am and after school from 3.20PM until 3.40PM each day. Students are asked not to arrive at school before a teacher is on yard duty. If students arrive too early or remain after 3.40PM they will be taken to After School Care and parents will be charged a fee.
<b>School-crossings</b>	St Anthony's has school crossings on Buckley Street and Alfred Street. Both crossings are staffed in the morning and the afternoon. Children and parents must use these crossings when crossing these two streets. Parents are requested not to cross the road at any other point.
<b>Car park</b>	<p>The car park next to the Church is shared by the Parish and School. It is very important that all members of the school community show respect for each other and follow the car park rules. These rules, when followed, make the car park efficient and safe for all.</p> <ol style="list-style-type: none"> <li>1. The Church car park can only be used in the afternoon by parents who wish to park their cars and go to collect their children;</li> <li>2. The Church car park can be used in the morning for parking and walking students to their learning area; and</li> <li>3. When you leave the car park, turn LEFT into Buckley Street.</li> </ol> <p>By turning left, the traffic flows smoothly and no one is disadvantaged. These rules ensure the swift and efficient movement of cars through this area.</p> <p><b>QUICK PICK UP in Alfred Street:</b></p> <ol style="list-style-type: none"> <li>1. The pick-up gate at the back of the school is on Alfred Street exiting from the oval;</li> <li>2. Students must wait under the shelter;</li> <li>3. Parents are to drive into the 3 minute pick up zone; and</li> <li>4. Students will be sent by the teacher on duty through to the gate to the waiting car. This zone is available before and after school and provides a swift and efficient alternative for parents.</li> </ol> <p>Please note that the large car entrance gate is for the Alfred Street Early Learning Centre only. Parents are NOT to access this gate by car.</p> <p><b>Rules:</b></p> <ol style="list-style-type: none"> <li>1. Students must not go to cars unless the car is in the 2 minute parking space;</li> <li>2. Cars may NOT stay longer than 3 minutes in the pickup zone; and</li> <li>3. Parents are NOT to leave their cars.</li> </ol>
<b>Parking and safety</b>	<p>A reminder to all parents that the gate from Alfred St is not an access point for pick up or drop off for St. Anthony's children. We ask that all St. Anthony's families please use the Buckley St. access or enter on foot from Alfred St. via the gate to the school oval. This is more important than ever as the Alfred St. Kindergarten / Early Learning Centre (ELC) requires access and the safety of all ELC families and staff is our priority. Please follow the car park arrows and rules to ensure everyone's safety at school drop off and pick up from Buckley St.</p> <p><b>Buckley Street:</b> If you wish to park and take your child into school you need to park in the front car park at Buckley St. This is not a drop off zone. Please use Alfred St if you wish to drop and go. Debbie works very hard to ensure that this car park runs smoothly. Please respect everyone's right to park and be patient whilst waiting for cars to back out and exit.</p>

	<p><b>Back Gate:</b> Many parents still cross the road at the drop off zone as cars are coming and going in Alfred St. All this makes for a very dangerous drop off zone.</p> <p>Parents need to set an example and walk down to use the crossing provided and observe all safety rules. Our children come first inside and outside the gates.</p>
<b>Picking students up from school – Prep</b>	Prep students need to be picked up from their learning space at the end of each school day. If there is any change to the procedure, for example another person picking up your child, please notify the teacher straight away. We will NOT allow any child to be taken home by another child or adult unless the school has been notified, preferably in writing.
<b>Student drop-off or pick-up outside of normal school hours</b>	<p>If at any time you need to pick up your child early from school, you must go to the school office and obtain a Permission Slip before you take your child out of the school grounds.</p> <p>If a child is late for school (i.e. after 8.45AM) a parent must accompany them to their learning space. If they arrive after 9.00AM they must go to the office for a late pass. Parents who cannot collect children by 3:20PM will need to organise After School Care. The classrooms and the office are not equipped as a childcare facility. These procedures are vital for the safety of all school children in our care.</p>
<b>School bus</b>	A school bus operates with set pick-up / drop off points in the morning and afternoons. The cost of bus travel is \$150 per term per family i.e. \$15 per week per family.
<b>Before and after school care</b>	<p>Staff from Youth Leadership Victoria run a fun-filled Before and After School Care Program for St Anthony's students. The staff are qualified and have current First Aid certificates, Working with Children and Police checks. The Program operates during the school term, excluding public holidays. They also run a School Holiday Program. Their hours are:</p> <p>Monday to Friday: 6:45AM to 8:45AM and 3:20PM to 6:20PM</p> <p>Pupil Free Days: 7:00AM to 6:00PM</p>
<b>School canteen</b>	<p>The school canteen operates on a Thursday and Friday for pre-ordered lunches (hot and cold) and for lunchtime counter sales.</p> <p>St Anthony's encourages a Healthy Eating Policy with the majority of the foods on our Tuckshop menu classified as 'everyday foods' (green) while the minority are 'sometimes foods' (yellow). The frozen treats that are sold are all healthy option foods, including frozen bananas and pineapple rings. Following our Healthy Eating Policy means that no lollies or sugar filled drinks are on the menu.</p> <p>If you can help, please let the canteen or school office know. The children can order their lunches on a paper bag with correct money inside. Tuckshop orders are delivered to the child's classroom at 1.20PM each day.</p> <p>A list of available food from the Tuckshop will be sent home at the beginning of each year. A list is also available on the school website at <a href="http://www.sanoblepark.catholic.edu.au">www.sanoblepark.catholic.edu.au</a></p>
<b>Closure days / student free days</b>	Each year, St. Anthony's will advise parents of school closure days, where our staff undertake professional development activities.
<b>What to do when your child is absent from school</b>	<p>Please send a written note to your child's teacher if they have not been at school or if you are taking them out of school. This is both a courtesy and a requirement.</p> <p>We encourage you to call the school on the morning of your child's absence. Following the absence, we require a note explaining the reason for your child's absence.</p>

<b>Notes and forms sent home with your children</b>	<p>Your child will regularly bring home notes and forms that you will need to read, fill in, sign and return.</p> <p>It is a good idea to check your child's bag each week for notes as there are many school and parish events throughout the course of each year. We welcome you to all of these events.</p>
<b>Collection of emergency contact information</b>	<p>Every year, parents are asked to fill in a form that details student health needs, home telephone numbers, work numbers, mobile phone numbers and emergency contact numbers. It is crucial that these numbers are kept current and that when addresses, telephone numbers or health conditions change, the office is informed in writing.</p>
<b>Student belongings / Lost Property</b>	<p>All students are encouraged to look after their own belongings. We encourage all families to label all items of uniform carefully. Sometimes uniform items go missing. Every effort will be made to help find any lost items but only if the name of the student is on the item. All unnamed clothing or articles handed to Lost Property will be kept until the end of term after which they will be placed in the Quadrangle for collection by any parent. Lost Property is located in the Library Foyer and is sorted by size.</p> <p>Please note that biro and marking pens do fade after continual washing. Please check the visibility of names at least once a term. No responsibility will be taken for expensive toys, electrical devices or sporting equipment brought from home. No toy guns or knives are permitted at school.</p>
<b>Medication</b>	<p>A staff member can only administer medications to a student if they have written authorisation to do so by a parent or a doctor. A permission form for administering medication is provided to you via the office if medication is ever needed to be administered during school hours.</p> <p>For students with a medical action plan these must be kept up to date by a doctor and supplied to the school prior to any enrolment beginning.</p> <p>Please name all medicine containers that are used at school, including inhalers. All medications, apart from inhalers, will be placed in a locked cabinet in the First Aid room. The medication will be given through the school office at times indicated on the Authorisation Medication Form, and a record will be kept of medication(s) being given under this authority.</p>

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St. Anthony's Catholic Primary School  
90 Buckley Street, Noble Park, Victoria, 3174  
Telephone: (03) 9546 0044