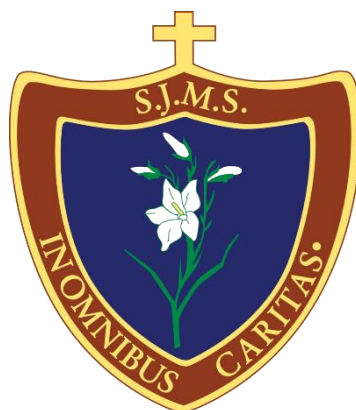




Reception Information Handbook 2020



'In All Things Love'

Reception Blue – cathy@sjms.catholic.edu.au

Reception Gold – nickie@sjms.catholic.edu.au

School Website: www.sjms.catholic.edu.au

Smartphone App: [St Joseph's Memorial \(Skoolbag\)](#)



Facebook: <https://www.facebook.com/SJMSSA/>

Instagram: [@SJMSSA](#)

Twitter: [@SJMSNorwood](#)

[School Calendar](#)

Dear Parents and Caregivers

Welcome to the beginning of the new school year! I trust that you and your family shared some wonderful moments together over the holiday break.

This booklet covers general information about your child's class for the year.

Expectations

School Uniform

Each child is expected to wear the appropriate school uniform. Our [uniform policy](#) can be found on the school website, along with the information for the [school uniform shop](#). To find out when your child is expected to wear the PE uniform, please refer to page 5 of this handbook.

Daily Routines and Bell Times (Bridge St)

7am – Out of School Hours Care (OSHC) opens, please ensure you have booked via the iParent Portal (email oshc@sjms.catholic.edu.au for more information).

8:30am – Supervision begins. Children who arrive before this time will need to be supervised by their parent/caregiver or be booked into Out of School Hours Care.

8:55am – The morning bell will ring and the class will gather for our school day to commence. Absentees are noted, children arriving after the bell will need to sign in at the front office.

3pm – The afternoon bell will ring and our school day will conclude.

3:15pm – OSHC opens and will collect the children booked into After School Care from the supervising teachers.

3:30pm – After school supervision finishes.

6pm – OSHC closes.

Absentees

If a student is unable to attend school, parents and caregivers are asked to contact the School Office on 8130 7777 or submit an online absentee form via the Skoolbag app.

Out of School Hours Care (OSHC)

OSHC operates at both campuses from 7-8:30am and 3:15-6pm during the term. For bookings and enquiries please contact Jessica Nelson (Director) at oshc@sjms.catholic.edu.au. Vacation Care is available during the school holidays – all information is available from the OSHC Service.

Sun Protection Policy

Students are to wear their school hat in Terms 1, 3 and 4 whenever outside. Students are to wear their school hat in Terms 2 when the UV rating is advertised as 3 or above for the day. Students who do not have a hat on these days will be required to stay in the shade. Sunscreen is provided by the school. The St Joseph's Memorial School [Sun Protection Policy](#) is available on the school website.

Birthdays

We make every effort to celebrate your child's birthday in the classroom. To eliminate competition and further expense for parents, we ask that you don't provide treats or gifts to the class. The focus is entirely upon your child and celebrating their special day. We request that invitations be given to parents outside of the classroom so that children who are not invited are not disappointed or aware.

Food Packaging

Schools play an important role in fostering core ecological values. Learning to care for our environment is essential, as it influences how our students will care for their common home.

In Laudato Si', Pope Francis highlights the important role that education plays:

There is a nobility in the duty to care for creation through little daily actions, and it is wonderful how education can bring about real changes in lifestyle. Education in environmental responsibility can encourage ways of acting which directly and significantly affect the world around us, such as avoiding the use of plastic. (211)

At SJMS we encourage healthy, nude food. Nude food is food without excess packaging, which reduces the amount of rubbish that needs to go in bins. Durable, reusable containers are a great way to bring food, as they may last from pre-school through to high school and beyond, providing long term cost savings and environmental benefits. We ask that used food wrappers/packaging be placed back into lunchboxes and taken home for disposal.

Home Learning

Students in Reception should either read or be read to for 10 minutes a night. A further discussion around Home Learning will occur during our Parent/Teacher conversations next week.

Ice Blocks

In Term 1 and Term 4 students are able to purchase an ice block for 50 cents. Money is collected in the classroom each morning and ice blocks are distributed at lunchtime. There is also the option for sugar free ice blocks (50c). This will begin on the first day.

Curriculum

The Australian Curriculum outlines achievement standards for all Australian students as they progress through school – forming the basis for our yearly content. Curriculum overviews will be sent home at the beginning of each term. An overview for Term 1 is outlined below.

Term 1 - The Gift of Me	
English	Engaging with and responding to texts. Understanding concepts about print. Developing oral language. Exploring Phonics.
Mathematics	Sorting, classifying and describing familiar objects. Establishing an understanding of counting. Subitising small collections of objects. Using everyday language of time.
Religious Education (Crossways)	Examining the values of St Joseph. Developing an understanding of the seasons of Lent and Easter. Engaging in daily Prayer.
Made in the Image of God (MITIOG)	Developing an understanding that each person is unique, special and gifted by God.
Science	Exploring and making observations of the world by using the senses. Responding to questions about familiar objects and events. Sharing observations and ideas. Developing an understanding that living things have basic needs, including food and water.
Humanities and Social Sciences (HASS)	Naming and describing several important events in their own life. Describing the features of familiar places and identifying why some places are special or important to people.
Health	Identifying and practising things they are good at. Participating safely in daily routines and play. Demonstrating appropriate listening and responding behaviours to support positive relationship building.
Child Protection	Exploring and identifying warning signs.
The Arts	Experimenting with and using different materials, techniques, technologies and processes to make artworks. Using voice, facial expression, movement and space to imagine and establish role and situation.
Design and Technologies	Using drawing, description and modelling to create designs.
Digital Technologies	Using interactive TV, iPads, keyboards.

Further information on the Australian Curriculum can be found at www.australiancurriculum.edu.au/parent-information/

Specialist Subjects

4 lessons per week are dedicated to specialist subjects. Your child's specialist subjects, educators and timetables are:

Physical Education

Mr Tom Siinmaa

Tuesday and Thursday

Japanese

Ms Reena Aftab

Friday

Library

Mrs Julie Moore juliem@sjms.catholic.edu.au

Our Library borrow and return day is: Monday

Personal Responsibility

Restorative Practice

The Personal Responsibility Policy supports the growth of each person, their dignity, uniqueness and their relationship with others. The development of social and emotional competencies and personal and social responsibility contribute to the life-long learning of all students and preparation for active participation in the wider community.

At SJMS we use Restorative Practice to support our students take responsibility for their actions. Restorative Practice is a strategy that seeks to repair relationships that have been damaged. It does this by bringing about a sense of remorse and restorative action on the part of the offender and forgiveness by the victim.

The rationale behind this approach is that when offenders reflect upon their harm to victims:

- They become remorseful and act restoratively.
- Practitioners can focus on the unacceptable behaviour of offenders rather than their moral character.
- This can lead to healthier interpersonal relations among members of the school community and more effective learning.

Communication

Newsletters

Newsletters are a great way to keep up to date with your child's learning, curriculum topics and other events. Whole school newsletters will be distributed to the community via the school website and Skoolbag app every fortnight. Class newsletters will be sent once a term via email and also available on the school website and Skoolbag app.

Parent/Teacher Communication

If you are unable to speak to your classroom teacher before or after school, alternatives include email, writing in your child's diary and making an appointment. We will endeavour to respond as soon as possible.

Reporting

We are passionate about promoting success for all learners and developing effective family partnerships. We achieve this by ensuring that our reporting process includes a combination of Learning Conversations, written reports and a Learning Journey.

Learning Conversations will be held twice a year (Term 1 and Term 3) and will allow us the opportunity to discuss your child's individual learning goals.

Detailed **written reports** will be provided at the end of each semester. Reports are prepared once we have consolidated and moderated students' work and assessment tasks across the year level.

A **Learning Journey** event will be held in Term 3, where you are invited into the classroom to participate in your child's learning and celebrate their achievements.

Social Media

SJMS is an online community. To ensure that you are always aware of alerts and updates, we highly recommend downloading our Skoolbag App.

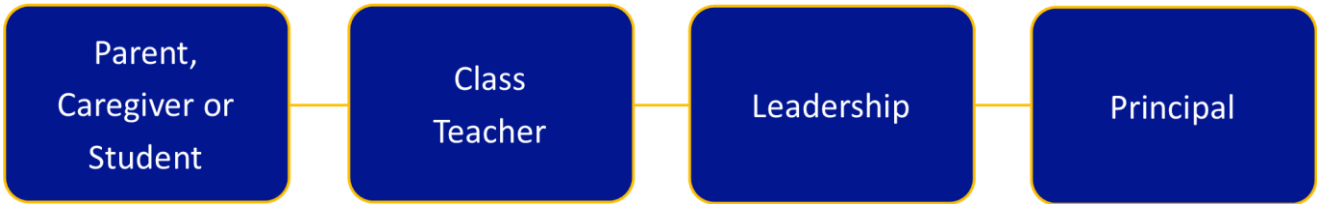
To regularly view photographs and videos of your child's learning, you can follow our Facebook page '[St Joseph's Memorial School Childhood Learning Community](#)' by typing SJMSSA into the search bar.

For more social media options please see the front of this handbook.

Seesaw

Throughout the year your child will create a digital portfolio to share their learning with you. Seesaw is private and you, your child and the teacher will be able to see your child's posts. A note with instructions on how to access Seesaw will be sent home soon.

Communication Pathways



All communication regarding your child should be directed to the correct teacher/staff member. Please see the contact information below.

Please understand that teachers are in class during the day and they will attempt to get back to you as quickly as possible. If you have an emergency, please contact the school office.

Parent Involvement

Volunteering

There are many opportunities to volunteer in your child's classroom and within the school community. Some of these opportunities include reading in the morning, becoming a class representative, joining our P&F committee or attending school excursions.

Catholic Police Clearance and Working With Children Check (WWCC)

We highly recommend applying for your Catholic Police Clearance (WWCC) as it is a requirement for all volunteers. If you wish to do so, forms can be collected from our School Office. Please keep in mind that it can take up to 12 weeks to be processed.

Thank You

Thank you for your support and participation in your child's learning. We look forward to working in collaboration with you and your family.

Yours sincerely

Cathy Woods and Nickie Palumbo

Contact Information

A summary of information.

Reception Blue	cathy@sjms.catholic.edu.au
Reception Gold	nickie@sjms.catholic.edu.au
School email address	info@sjms.catholic.edu.au
School phone number	8130 7777
Absentees	Phone the office or submit absentee form via Skoolbag app
Finance	accounts@sjms.catholic.edu.au
Parents and Friends Committee	sjmspf@sjms.catholic.edu.au
Outside School Hours Care	oshc@sjms.catholic.edu.au
Outside School Hours Sport	sport@sjms.catholic.edu.au
Physical Education Department	tom@sjms.catholic.edu.au
Japanese Department	raftab@sjms.catholic.edu.au
Library	julie@sjms.catholic.edu.au
Instrumental Program	info@ltmusic.com.au
St Ignatius Parish	8332 0600
Uniform Shop	jsxpress.rostrevor@jssports.com.au 0433 618 496 JS Xpress website