Parent Handbook
2016

33 Wigram Street
HARRIS PARK NSW 2150

Phone: 9682 1244
Fax: 9637 3326
Website: www.stoliversharrispark.catholic.edu.au
School Prayer

This is our school
Let peace dwell here
Let the rooms be full of contentment
Let love abide here
Love of one another
Love of everyone
Love of God
And love of life itself
Let us remember that
As many hands build a house
So many hearts make a school.

Advance Australia Fair

Australians all let us rejoice,
For we are young and free;
With golden soil and wealth for toil,
Our home is girt by sea;
Our land abounds in Nature's gifts
Of beauty rich and rare;
In history's page, let every stage
Advance Australia fair!
In joyful strains then let us sing,
"Advance Australia fair!"

Beneath our radiant southern Cross,
We'll toil with hearts and hands;
To make this Commonwealth of ours
Renowned of all the lands;
For those who've come across the seas
We've boundless plains to share;
With courage let us all combine
To advance Australia fair.
In joyful strains then let us sing
"Advance Australia fair!"
Dear Parents

Welcome to St Oliver's.

I trust your association with this school is a long and happy one. For those of you who are bringing your first child to a Catholic school there will be many new and interesting events that will impact on your family. When a child starts school the school becomes part of the whole family’s life.

Schools are exciting and busy places and your child will thrive on all the new opportunities available. I am confident that your child will have many wonderful new experiences to enjoy and share with you.

At St Oliver's we strive to provide a Catholic education in a Christ centred learning environment. Our values and attitudes are based on Gospel values and Catholic traditions. The staff members at our school are enthusiastic and committed to quality teaching and learning which equips your child as a lifelong learner. They work with dedication to develop the skills and knowledge that enable the students to face new challenges with confidence and enjoyment.

Thank you for the privilege of working with you in the education of your child. I know it is an association which will bring many happy memories.

On behalf of our Parish Priest, Rev Chris de Souza PP, the entire staff at St Oliver's and the parent community I welcome you and invite you to become active members of our parish and school community.

Yours sincerely,

Mr Anthony McElhone
Principal
<table>
<thead>
<tr>
<th>ADDRESS</th>
<th>33 Wigram Street</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HARRIS PARK NSW 2150</td>
</tr>
<tr>
<td>PHONE</td>
<td>9682 1244</td>
</tr>
<tr>
<td>FAX</td>
<td>9637 7259</td>
</tr>
<tr>
<td>PRINCIPAL</td>
<td>Mr Anthony McElhone</td>
</tr>
<tr>
<td>ASSISTANT PRINCIPAL</td>
<td>Mrs Natalie Mifsud</td>
</tr>
<tr>
<td>RELIGIOUS EDUCATION CO</td>
<td>Mrs Franca Bonserio</td>
</tr>
<tr>
<td>ORDINATOR</td>
<td></td>
</tr>
<tr>
<td>CO-ORDINATOR</td>
<td>Ms Alicia Sandersan</td>
</tr>
<tr>
<td>SCHOOL HOURS</td>
<td>9.00am to 3.00pm (Playground supervised from 8.30am)</td>
</tr>
<tr>
<td>MORNING BELL</td>
<td>9.00am</td>
</tr>
<tr>
<td>RECESS</td>
<td>11.00am to 11.30am</td>
</tr>
<tr>
<td>LUNCH</td>
<td>1.00pm to 1.10pm (Supervised eating of Lunch)</td>
</tr>
<tr>
<td></td>
<td>1.10 to 1.30pm (play)</td>
</tr>
<tr>
<td></td>
<td>3.00pm</td>
</tr>
<tr>
<td>DISMISSAL</td>
<td></td>
</tr>
<tr>
<td>PARISH PRIEST</td>
<td>Rev Chris de Souza PP</td>
</tr>
<tr>
<td>PRESBYTERY PHONE NO</td>
<td>9637 1062</td>
</tr>
<tr>
<td>MASS TIMES</td>
<td>Saturday - 6.00pm</td>
</tr>
<tr>
<td></td>
<td>Sunday - 8.00am and 10.00am</td>
</tr>
<tr>
<td>Catholic Out of School Hours</td>
<td>0427665715</td>
</tr>
<tr>
<td>Care (COSHC)</td>
<td>E:<a href="mailto:coshctoliversharrispark@parra.catholic.edu.au">coshctoliversharrispark@parra.catholic.edu.au</a></td>
</tr>
</tbody>
</table>
SCHOOL SUPERVISION

This begins at 8.30am and finishes at 3.15pm each afternoon. Parents are reminded that children should not be left at school outside these hours.

EXCURSION POLICY

At St Oliver’s we believe excursions form a valuable part of children’s learning. Therefore, all children are encouraged to take part in excursions. In cases of genuine financial hardship parents are encouraged to discuss this problem with the Principal so that arrangements can be made.

Children on any excursions are always strictly supervised by teachers and parents who have been requested by the teachers to help. It is essential that permission slips and payment are returned to school by the due date.

It is essential that permission notes for excursions are returned to the school prior to the excursion taking place. We have a policy of ‘no note – no attendance’. Please ensure that the permission note is returned to your child’s class teacher.

CAMP

Year Five and Six go on an annual overnight camp. Notes and permission slips are sent home explaining in detail the purpose and costs of these excursions.

LOCAL AREA

Excursions may be undertaken on foot, eg: a walk to the Post Office or Fire Brigade Station. At times the children may be taken to our local park, Rosella Park, which the St Oliver’s school community helped to design. Each year parents sign a permission note for these local excursions.
CANTRENN

St Oliver’s Canteen is currently open two days per week, Wednesday and Friday for recess and lunch. The canteen offers healthy lunches, snacks, ice blocks and drinks. The children must order their lunch on a paper bag with name, class and order on it and the money inside. This is placed in a basket in the classroom, where it is collected and returned at lunchtime. Infants may also order their recess snacks in the same way.

CHILDREN LEAVING EARLY

If you wish to pick your child up from school early for an appointment you must complete the sign out book from the office. Should anyone else be picking up your child this has to be cleared with the office. Notes must be sent to school explaining your child’s absence for legal reasons.

CONTACTING TEACHERS

Most messages for class teachers can be left with the School Secretary who will pass these on. Telephone calls to teachers are best between 8.30am and 9:00am or during recess and lunch breaks.

CHANGE OF PHONE NUMBERS AND ADDRESS

It is most important that you notify the school office if contact details change, including change of address and telephone number, both home and business, and that of a contact person. This needs to be done as soon as possible. A change of details eForm is available on the School app.

PLAYGROUND ACCIDENTS AND FIRST AID

In the event of a slight accident, graze or bump, a teacher will administer simple first aid, such as antiseptic and band aid strip. In the event of a serious playground accident, a staff member will administer first aid, complete an Accident Report Sheet and notify a parent or other person nominated by a parent. Should children require sutures, x-rays or ambulance transport; the school will seek urgent medical assistance. Under no circumstances will children be allowed to administer first aid to another child. Parents should notify the school of all allergies and other medical information pertinent to their child. Prescribed medication is not administered by the teacher.

If your child needs to receive regular medication please pick up a form, which will need to be filled out and signed, from the School Office. Requests for the administering of medications by office staff must be in writing.
SCHOOL OFFICE TIMES:

8.30am to 3.30pm (Monday – Friday, School terms)

The School Office is the initial contact with the school either by telephone or in person and the School Secretary is available to parents wherever possible. Some of the many functions of the school office include:

TELEPHONE - 9682 1244

We ask that you telephone for an appointment to see the Principal or the teachers if you have any concerns. The School Secretary will convey messages to teachers and students e.g. if a child is ill or if someone else is to collect a child.

SCHOOL NOTES

Each class has an “Office Bag” which comes to the School Office each morning and is sent back to the classroom each afternoon. Notes and Newsletters are distributed by the teacher for your child to place in his/her school bag. Please ask your child each day if there are any notes. Notes are an important way to communicate between the school and home to inform you about important events.

If you have a note/money to send to the School Office PLEASE place it in an envelope with child’s name, class and nature of contents - example - John Smith Year 3, excursion money enclosed.

SCHOOL APP

To receive regular updates and information about school events you can download our school app to your smartphone. Please visit the iTunes App Store for your free download of the St Oliver’s app for iPhones. This can also be downloaded to your iPad. At your first opening on the iPad 2x zoom to enlarge. For Android phone users please visit the Google Play Store and for Windows users please visit the Windows Store.
SCHOOL FEES

No child will ever be denied a Catholic Education for financial reasons.

An account for school fees will be sent out in week 1 of the first THREE terms and should be finalised within 30 days. The scale of fees is set by the Catholic Education Office (Parramatta Diocese).

Fees are charged for the First, Second and Third child at school. There is NO CHARGE for fourth and subsequent children at school.

In cases of genuine hardship reductions and payment plans may be offered after meeting with the Principal.

RESOURCE FEE

Text books, exercise books and most stationery requisites are supplied by the school for a fee of $114 per child for the year.

TECHNOLOGY FEE

Each family is charged a Technology Fee to assist the school maintain existing technologies and purchase new technologies. The fee is currently set at $120 per family.

BUILDING LEVY SCHEME

A Diocesan School Building Levy is charged per year, broken up and collected in the first three terms for all schools in the Parramatta Diocese.

This levy will allow the Catholic Education Office in the Diocese of Parramatta to provide a fair, just and adequate resourcing of school building facilities for all Catholics in Parramatta Diocese wishing to have a Catholic School Education.
## SCHOOL UNIFORM

ALL UNIFORMS (unless otherwise stated) ARE AVAILABLE AT LOWES
SCHOOL WEAR 4th Floor Westfield Shopping Town, PARRAMATTA.

### BOYS SUMMER UNIFORM

- Shirt: Blue short sleeve
- Shorts: Navy Blue 1/2 elastic back
- Jacket: Navy Blue crested jacket
- Socks: Navy with sky/red/sky stripes
- Shoes: BLACK leather lace up style

### GIRLS SUMMER UNIFORM

- Dress: Check princess style
- Jacket: Navy Blue crested jacket
- Socks: White ankle style
- Shoes: Black leather

### HATS

- Navy Blue AVAILABLE AT THE SCHOOL for girls and boys

(COMPULSORY - no hat no play)

### BOYS WINTER UNIFORM

- Shirt: Blue Long sleeve
- Trousers: Navy Blue 1/2 elastic back
- Jacket: Navy Blue crested jacket
- Tie: Check regulation style
- Socks: Same as summer
- Shoes: BLACK as per summer

### GIRLS WINTER UNIFORM

- Dress: Check regulation style tunic
- Shirt: Blouse Sky blue-Peter Pan collar
- Jacket: Navy Blue crested jacket
- Tab: Red tab
- Socks: Same as summer or navy tights
- Shoes: BLACK as per summer

### BOYS SPORTS UNIFORM

- Sports shorts: Navy Blue
- T-Shirt: Navy blue with red insert and white piping with crest
- Shoes: White Joggers
- Socks: All White Sports socks
- Bloomers/Scungies: Navy

### GIRLS SPORTS UNIFORM

- Sports skirt: Navy Blue
- T-Shirt: Navy blue with red insert and white piping with crest
- Shoes: White Joggers
- Socks: All White Sports socks
- Sports shorts for girls are permitted but are optional

### JEWELLERY AND HAIR

In the interests of safety students are to wear sleepers or studs only to school. No coloured stones or dangling ear rings are to be worn.

Hair cuts are to be suitable for school. Hair below the collar must be tied back.
A note will be sent home notifying parents if their child is not in the appropriate uniform.

### SCHOOL BAGS

REGULATION school back packs are available only at the school.
It is a good idea to attach a key ring or other items to your child’s bag so that they can easily identify it.

**ALL ITEMS OF CLOTHING MUST HAVE YOUR CHILD’S NAME CLEARLY MARKED ON THEM.**
LIBRARY

The Library is an integral part of teaching and learning at St Oliver’s. It fosters and promotes the lifelong learning of students through the availability of resources and services. The Library aims to develop a love of reading and literature. Students are assisted to locate, critically evaluate, synthesise and present information. This includes the development of information and communication technology skills.

LIBRARY BAGS

Every child must have a library bag. St Oliver’s Library bags are available only at the school. However, any practical bag may be used for a Library Bag.

TECHNOLOGY

St Oliver’s School integrates Information and Communication and Technology Skills across all Key Learning Areas as indicated by the NSW syllabus documents. All children from Kindergarten to Year 6 experience a wide range of ICT skills, which are refined and developed as they progress through each class. In keeping with School Policy parents and children must read and sign our Acceptable Use Policy each year.
Purpose of Home Learning:
- It is an opportunity for home reading, as research suggests it is the volume of reading that has one of the greatest impacts on student progress
- It is a window into what students are learning about at school for parents
- Preparation of routines and home learning habits for secondary school - especially for students in Years 5 & 6

Home Learning is time “to encourage children to read, participate in self-directed learning projects, experience enrichment through music, art, and sport and engage in the most important work of childhood - play” Dr Justin Coulson

Our format for Home Learning:
- Reading every night
- Each week students need to choose one learning task from each column
  - Christian Living
  - Literacy
  - Numeracy

The task(s) that have been completed need to be highlighted and parents are requested to sign the homework book each week. Homework is to be returned every Friday. The class teacher will sight that it has been completed.

READING

As mentioned above, it is expected that each child will read with an adult and / or be read to every night.

Parents are asked to provide the time and environment, which will allow the children to work productively.

In addition parents are asked to sign their child’s work whether complete or incomplete.
At St Oliver’s Primary School we have the following school rules:

<table>
<thead>
<tr>
<th>Rule</th>
<th>What it looks like</th>
</tr>
</thead>
<tbody>
<tr>
<td>Respect for Self</td>
<td>• Wearing a clean school uniform correctly at all times.</td>
</tr>
<tr>
<td></td>
<td>• Being honest.</td>
</tr>
<tr>
<td></td>
<td>• Knowing my strengths and weaknesses.</td>
</tr>
<tr>
<td></td>
<td>• Using kind words and actions.</td>
</tr>
<tr>
<td></td>
<td>• Showing self-control and body control.</td>
</tr>
<tr>
<td></td>
<td>• Taking care and being responsible for own belongings.</td>
</tr>
<tr>
<td>Respect for Others</td>
<td>• Greeting everyone in a polite way.</td>
</tr>
<tr>
<td></td>
<td>• Using kind and acceptable words.</td>
</tr>
<tr>
<td></td>
<td>• Using kind actions.</td>
</tr>
<tr>
<td></td>
<td>• Valuing others feelings and worth.</td>
</tr>
<tr>
<td></td>
<td>• Being tolerant and understanding of differences.</td>
</tr>
<tr>
<td></td>
<td>• Playing by the rules.</td>
</tr>
<tr>
<td></td>
<td>• Being fair and co-operative.</td>
</tr>
<tr>
<td></td>
<td>• Playing and acting safely.</td>
</tr>
<tr>
<td></td>
<td>• Responding to bells, whistles and teacher directions promptly and respectfully.</td>
</tr>
<tr>
<td></td>
<td>• Being respectful of the property of others.</td>
</tr>
<tr>
<td>Respect for the Environment</td>
<td>• Helping the school community to keep the playground and classrooms clean and tidy.</td>
</tr>
<tr>
<td></td>
<td>• Moving around the school in a quiet and safe way.</td>
</tr>
<tr>
<td></td>
<td>• Clean and correct behaviour in the toilets.</td>
</tr>
<tr>
<td></td>
<td>• Taking care of all school equipment.</td>
</tr>
<tr>
<td></td>
<td>• Responsible use and application of computers.</td>
</tr>
<tr>
<td></td>
<td>• Responsible use of resources (water, hardware, site equipment, sports equipment, library equipment).</td>
</tr>
</tbody>
</table>

In line with our Behaviour Management Policy all incidents of bullying will be investigated according to our Procedural Fairness Guidelines.

As a Catholic school we support the Diocese of Parramatta statement that all children have the right to attend a school that is free of illegal substances. When drug abuse is identified the Diocesan Policy will be followed.
NUT AWARENESS POLICY

What is anaphylaxis? Anaphylaxis is a severe and sudden allergic reaction. It occurs when a person is exposed to an allergen (such as food or insect bites). Reactions usually begin within minutes of exposure and can include – welts or hives on the body, swollen eyes, breathing difficulties and in the worst cases, death.

As part of this Nut Awareness Policy all parents are requested not to send your child to school with peanut butter or Nutella like products (sandwiches or dip and spread packets) or muesli bars with peanuts as the smallest amount (if it was to come into contact with these children) could pose a serious health threat. This will help to protect the safety of the children with the allergy. We are also ask that the children wash their hands and face and brush their teeth before coming to school each day.

IMMUNISATION

WHY IMMUNISE?

Years ago whooping cough, diphtheria and tetanus were the killer diseases of childhood. In 1900, when vaccines were unavailable, more children died from whooping cough and diphtheria than from all causes of death today.

Vaccines have almost eliminated these diseases from our society. But, if we become complacent about vaccination, these diseases could take hold again. Measles, German Measles, Mumps and Chicken Pox vaccines are also now available.

Proof of immunisation should be obtained from the doctor before a child starts school. We must have a certificate from the doctor or immunisation records for our files.

Children who are not immunised will be excluded from school in the event of an outbreak of a vaccine preventable disease.

CHILDHOOD IMMUNISATION SCHEDULE

<table>
<thead>
<tr>
<th>AGE</th>
<th>IMMUNISATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birth</td>
<td>Hepatitis B</td>
</tr>
<tr>
<td>2 months</td>
<td>Diphtheria, Tetanus, Whooping Cough, Polio, Hib, Hepatitis B, Pneumococcal, Rotavirus</td>
</tr>
<tr>
<td>4 months</td>
<td>Diphtheria, Tetanus, Whooping Cough, Polio, Hib, Hepatitis B, Pneumococcal, Rotavirus</td>
</tr>
<tr>
<td>6 months</td>
<td>Diphtheria, Tetanus, Whooping Cough, Polio, Hib, Hepatitis B (or at 12 mths), Pneumococcal, Rotavirus</td>
</tr>
<tr>
<td>12 months</td>
<td>Measles, Mumps, Rubella,Hib, Hepatitis B (or at 6 mths), Meningococcal C</td>
</tr>
<tr>
<td>18 months</td>
<td>Varicella</td>
</tr>
<tr>
<td>4 years</td>
<td>Diphtheria, Tetanus, Whooping Cough, Polio, Measles, Mumps, Rubella,</td>
</tr>
</tbody>
</table>
COMMON CHILDHOOD INFECTIONS

The following infections are common in early childhood. This is a guide to the time which the child should have away from school should an illness occur:

<table>
<thead>
<tr>
<th>Infection</th>
<th>Exclusion Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Pox</td>
<td>Exclude till fully recovered - minimum exclusion for seven days after the first spots appear.</td>
</tr>
<tr>
<td>German Measles</td>
<td>Exclude till fully recovered - minimum exclusion for five days from appearance of the rash.</td>
</tr>
<tr>
<td>Infectious Hepatitis</td>
<td>Exclude until medical practitioner certifies recovery.</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least five days from appearance of the rash.</td>
</tr>
<tr>
<td>Mumps</td>
<td>Exclude till fully recovered - minimum exclusion for ten days from the onset of the swelling.</td>
</tr>
<tr>
<td>Streptococcal Infection</td>
<td>Exclude until fully recovered.</td>
</tr>
<tr>
<td>Whooping Cough</td>
<td>Exclude until fully recovered - minimum exclusion for three weeks from the onset of the whoop.</td>
</tr>
<tr>
<td>Conjunctivitis (Acute Infectious)</td>
<td>Exclude until discharge from eyes has ceased.</td>
</tr>
<tr>
<td>Impetigo (School Sores)</td>
<td>Exclude until sores have fully healed. The child may return provided that appropriate treatment is being applied and that sores on exposed surfaces such as scalp, face, hands or legs are properly covered with occlusive dressings.</td>
</tr>
<tr>
<td>Head Lice</td>
<td>Exclude until hair is completely cleaned, either nits nor lice being present. Children who have such problems may not be readmitted to the school without a note from parents or guardian indicating that appropriate treatment has been given.</td>
</tr>
</tbody>
</table>
This section of the Parent Information Booklet is specifically designed for parents as they settle their child into the routines of “Big School”. It will also provide information to families enrolling their child into other grades.

**You help them when:**

You understand their early attempts to talk  
When their words don’t sound the way an adult would say them  
you know what they mean eg “a” “a” “a” with a nod towards a tap  
or the fridge means “I want a drink” to you, even though other people  
don’t always understand.

You encourage children to try out their language  
You notice how they often talk to themselves or  
an imagined friend while they are playing  
You are proud when they attempt new words.

You understand that some children talk at an earlier age  
than others. When they try to talk you don’t get cross  
or make them do things over and over again, just  
because they are a bit slow.

You buy toys and tell stories; you and your children  
are always talking and listening to one another.

You share stories with your children, and they  
are introduced to new words and ideas.

Your children watch you read and write, and  
want to do it too.

You may read stories to your children, this way they are  
introduced to new words and print.
GETTING READY FOR SCHOOL

Starting school is one of the biggest and most significant changes in any child’s life. For your child the change from home to school may bring for the first time meetings with children from other countries, new language experiences and new situations that your family has never met before. Often the hardest part is being away from the family and joining a larger group of children. Anything you can do to help will make the transition to school more successful.

Here are some practical ways in which you can make this a happy and enjoyable experience:-

TEACH YOUR CHILD TO:

- Say his/her name clearly,
- Tie shoe laces, fasten buttons, put on and take off clothes without help,
- Use a handkerchief or tissue and put it away or in the bin after use,
- Flush the toilet without help and use toilet paper without help,
- Wash his/her hands after toilet use,
- Put away toys or books after use,
- Eat and drink without help,
- Open and close school bag,
- Unpack and eat school lunch,
- For children whom English is not their first language, it is recommended they know the words toilet, drink, tissue, yes, no, please, thank you.

ENCOURAGE YOUR CHILD TO:

- Play with other children, especially groups of children of the same age,
- Be independent, e.g. look after his/her belongings,
- Be able to pack things away,
- Do jobs to help adults,
- Follow simple instructions, e.g. take your shoes off and put them in the cupboard,
- Learn to take turns and wait patiently.

HERE ARE SOME OF THE ACTIVITIES CHILDREN CAN DO TO PREPARE THEM FOR SCHOOL

- Cutting with small scissors and gluing,
- Looking at and looking after books – join the library,
- Playing with all kinds of toys,
- Colouring – in, preferably with crayons, pencils come later and require fine motor co-ordination, otherwise unusual and difficult grips are established,
- Listening to music, clapping, stepping etc in time,
- Playing on equipment, climbing, see-saws, balancing, getting up and down safely,
- Threading beads on string to make a colour or number pattern.
LETS PRETEND

* It is a good idea to prepare your child for the big day by "playing school" with him/her many weeks before school starts.

* Go through a few activities such as packing a school lunch and placing it in the school bag. At 11.00am go into the back yard and let your child eat their "little lunch" with you. Teach them to leave "big lunch" in the lunch box until later.

* Read stories to your child as often as possible. Talk about the pictures and story.

SOME WEEKS BEFORE SCHOOL BEGINS

* Allow your child to be away from home for short periods of time by leaving them with relatives or friends.

* Playing "dressing up games", learn to be able to dress him/herself, including putting on and taking off jumpers (finding front and back of jumpers), doing up buttons and putting on shoes. Recognising labels written on jumpers, lunch boxes are vital.

* Thinking of things to talk about (as introduction to News and Show and Tell Time), e.g. my favourite toy - What is red? What is cuddly? What makes me happy etc. and being able to say one or two sentences about it.

* Learn to recognise his/her name among other names, and if possible print it in LOWER CASE letters, e.g. John Brown.

* Make models with play dough.

WHEN SCHOOL HAS BEGUN

To begin school, your child will need:-

- A school back pack (available at school only), label it with your child’s name and a familiar key ring or similar so that he/she will recognise it.

- Lunch box (PLEASE LABEL)

- Drink bottle (PLEASE LABEL)

- Raincoat (PLEASE LABEL)

- Spare pair of undies (in a labelled plastic bag)

- Spare handkerchief

FIRST DAY PROCEDURE

On the first day please bring your child to the school playground no earlier than 8.50am. At 9.00am the school bell will ring. Kindergarten do not line up in week 1. Please go straight into the classroom where name tags will be distributed.
THE CHILD AT SCHOOL

* Remember your child may be tired. Be patient and loving when he/she returns.
* Bring your child to school on time each day.
* Make sure that you are there to meet him/her when school finishes, or they know how they are getting home.
* Do not keep the child home unless he/she is sick, but please allow them to stay home if they are sick.
* Listen to the child tell of his/her experiences.
* Encourage a loving caring attitude to other children at school.
* Do say morning and night prayers with your child.
* Don't expect too much from your child. Remember children develop at different stages. Accept your child's work for what he/she has done. Don't compare your child with brothers and sisters or other children in the class.
* Please notice and copy the way the teacher has written your child’s name. This is the way the child needs to recognise it and learn to write it. If you write it this way, on everything he/she will see it will greatly help him/her.
* It is important for your child to feel that it is your school as well as his/hers and we are sure it will interest you to be involved with classroom activities if requested, parent meetings and canteen. Your help in school activities is greatly encouraged and much appreciated.
* If there is someone new collecting your child from school, please inform the Kindergarten teacher beforehand.
* Please note there is no supervision for your child after 3.30pm.
* COHSC operates on site.
* If your child is away at any time parents must send a note to school.
* If your child is away for longer than three days (apart from when they are sick) an exemption from school note must be collected from the office prior to the absence.

LUNCH

Many children are very slow eaters and eating lunch is a chore. Do not give your child too much to eat but encourage them to eat what you give. "Playing school" as mentioned before is a good way to help the children understand school lunch routine.

BIRTHDAYS

At St Oliver’s children’s birthdays are celebrated at morning assembly. The children receive a birthday sticker and the whole school sings “happy birthday”.

NO CAKES OR LOLLY BAGS ARE TO BE BROUGHT TO SCHOOL TO SHARE.
Children are not always ready to learn when they start school. They must first be made emotionally secure in their new environment, and aware of their individual importance as part of this new group to which they belong. Your child's teachers will concentrate on getting him/her emotionally, physically, socially and mentally ready to tackle many learning tasks of early education.

Kindergarten children will be involved in many developmental play activities. You will have noticed already that your young child learns through play. Children cannot conceptualize information and organise ideas in the mind before playing out those ideas in a physical sense. In the first year at school the child is still developing this way. Children learn by their own experiences. Teachers devise games and play situations, which will broaden their experience and enable them to sort out the huge body of information they are receiving. As the child develops the teacher will make further use of learning through play by building specific learning tasks into play situations.

So when your child tells you that all they did all day at school was play games, do not take this statement at face value. Be assured that the teachers have planned those play situations for a specific purpose.
IN CONCLUSION

Parental interest is very important. If you say school is a good place, this attitude will pass on to your children and they will believe it too. Learning will be better if parents and teachers work together. This partnership will ensure that children develop positive attitudes towards school and enjoy happy learning experiences.

If you have any problems, questions or worries about your child's education do not hesitate to see the classroom teacher, after an appointment has been made.

We also ask you to remember that "we care about them too".

The first person you should speak to regarding your child is always the class teacher. Each class teacher is supported by a member of the school’s leadership team.

The Principal is available to discuss matters relating to your child’s emotional, physical and academic needs. The Principal is also the person to speak to regarding school fees, enrolment issues and academic progress.

We look forward to a long and professional relationship with your whole family.