

# *St Gregory's Primary School*



INFORMATION FOR PARENTS



# SCHOOL PRAYER

*God our Father, through your Son Jesus Christ,  
and with your Holy Spirit, guide us today on our  
journey of learning.*

*May our school be a place of wisdom, peace and  
friendship, where together we can grow and learn  
to be the best that we can be.*

*Help us to seek truth and be faithful children of  
Yours.*

*St Gregory the Great, pray for us.*

*Amen*





*Dear Parents*

*WELCOME to our school community at St Gregory's.*

*St Gregory's is a Catholic School in Queanbeyan consisting of two campuses. The campus at Lowe Street caters for boys and girls in Kindergarten and Year 1. The MacQuoid Street campus caters for boys and girls from Year 2 to Year 6.*

*At St Gregory's the staff will be guiding your child in the Catholic tradition, reinforcing Christian values. We work together with our families to support and encourage the faith development of our students and are proud of the Christian atmosphere that exists within the school. We welcome families from all faith backgrounds who choose for their child to receive a Catholic Education.*

*It is our aim to create a sense of belonging, which will nurture your child's ongoing achievement and help create a healthy growth mindset, so necessary for learning. Your involvement in your child's education, whenever possible, is very necessary and always welcome.*

*We invite you to attend and participate in our celebrations, information meetings, parent workshops, excursions and sports carnivals and to assist with class activities such as Information Technology, Reading, Craft, Mathematics or Sport. Parents are also welcome to participate in the total life of the school through such activities as the School Community Council or parent class contact, school canteen roster, sporting events and various school functions. We believe you will find your participation to be both informative and rewarding. It is also an opportunity to broaden your circle of friends within the Queanbeyan community.*

*We hope you can visit us on our Open Day in May or call in another time, to see what St Gregory's School can offer your child.*

*We look forward to a happy and rewarding association with you.*



*Erin Marmont  
Principal (Acting)*

# OUR VISION AND MISSION STATEMENT

*As a community, St Gregory's Primary School Seeks Truth through Gospel Values and is Faithful to the Teachings of Christ in providing quality education.*



## **SPIRITUALITY**

***We nourish our spirituality when we join with God in the journey of learning.***

- Good teaching and learning in a Catholic school flows from a journey of self-discovery, enriched by life experiences.
- Inspirational teaching and learning happens when we model the values of Jesus.
- Good teaching and learning fosters equality by being accepting and inclusive.
- Good teaching and learning occurs in a calm and trusting environment present in a spiritual classroom.

## **RELATIONSHIPS**

***We nurture authentic relationships when we connect with our world.***

- We gather together to celebrate our friendships as a community.
- We strive to build our relationship on trust, respect and open communication.
- Our teaching is based on effective relationships that are centred on our positive role models.
- Good teaching nurtures self-esteem by catering for each individual.

## **POTENTIAL**

***We strive to reach our potential by being the best that we can be each day.***

- Valuing our experiences links learning to our lives.
- Being encouraged to take risks in a safe environment develops resilience for future challenges.
- Exploring possibilities in our learning prepares us for our future.

## A BRIEF HISTORY OF ST GREGORY'S SCHOOL

Shortly after the completion of St Gregory's Church in 1850, a church-school operated on the MacQuoid Street site from November 1851 until a purpose built facility appeared on the same parcel of land in 1857. Between 1851 and 1879, Catholic education in Queanbeyan was conducted by lay staff, under the supervision of Priests and School Boards. From 1879 to 1987, the Sisters of the Good Samaritan conducted schools variously at St Benedict's Isabella Street, St Gregory's Lowe Street, and Sacred Heart Crest Road, with the Marist Brothers being at MacQuoid Street between 1962 and 1986. The three Catholic schools were amalgamated in 1987 and remained on three different sites until 2003 when the Crest Road Campus was closed and students moved to the MacQuoid Street Campus. The school is staffed by lay teachers under the auspices of St Gregory's Parish (<https://www.stgregorysparishqueanbeyan.com/>) and the Archdiocese of Canberra and Goulburn Catholic Education (<https://cg.catholic.edu.au/>).

### COLOURS

In 1988, following the registration of St Gregory's as one school, a liturgy was held in St Raphael's Church. The purpose of this liturgy was to celebrate the amalgamation of the three separate Queanbeyan Catholic Schools - St Gregory's, Sacred Heart and Marist Brothers - into one school - St Gregory's Primary School. During this liturgy the colours of the new school were introduced. These included the principal colours of the three original schools: red/navy (Sacred Heart); navy/gold (St Gregory's) and gold/blue (Marist Brothers). So our colours became navy, gold and red.

### CREST

Having taken the initial step of establishing the school colours, the School Board created the St Gregory's Crest.

Elements of the history of the formerly separate schools were taken into account.

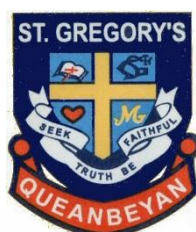
*A crucifix resting on a bible – A symbol of the Good Samaritans who had been engaged in education in Queanbeyan since 1879.*

*The Sacred Heart - The Sacred Heart School opened in 1958 and was run by the Good Samaritans until 1984.*

*The former crest of St Gregory's which was opened in 1926 and run by the Good Samaritans until 1979.*

*The Symbol of the Marist Brothers, who have also educated boys in Queanbeyan from 1962 until 1986.*

*The cross to witness our Catholic faith.*



*'Seek Truth, Be Faithful'*

*A combination of the former motto of St Gregory's and Marist Brothers.*

# ABOUT OUR SCHOOL

NAME OF SCHOOL: St Gregory's Primary School, Queanbeyan

Web: [www.stgregsps.nsw.edu.au](http://www.stgregsps.nsw.edu.au)

Email: [office.stgregs@cg.catholic.edu.au](mailto:office.stgregs@cg.catholic.edu.au)

Lowe Street Campus:  
(Kinder and Year 1)

Ph: 6297 1396

MacQuoid Street Campus:  
(Year 2 to Year 6)

Ph: 6297 2221

POSTAL ADDRESS:

PO Box 723  
Queanbeyan NSW 2620

PRINCIPAL:

Mrs Erin Marmont (Acting)

ASSISTANT PRINCIPAL:

Mrs Kate McManus-Green (Acting)

RELIGIOUS EDUCATION COORD:

Mrs Veronica Hall (Acting)

COORDINATORS:

Mrs Val Sheahan  
(Data & Assessment, Wellbeing & Inclusion)  
Mr Ben Mockler  
(Student Leadership & Learning)  
Mr Matthew Maloney (Acting)  
(Administration)

OFFICE MANAGER/ENROLMENTS: Mrs Jane King (MacQuoid Campus)

SCHOOL FEES/BURSAR:

Mrs Emma McAuliffe (Lowe Campus)

OFFICE HOURS:

9:00 am – 4:00 pm

SCHOOL BEGINS:

8:55 am

SCHOOL FINISHES:

3:00 pm

## ABOUT OUR PARISH

PARISH PRIEST:

Fr Troy Bobbin

TELEPHONE:

6299 4611

PARISH SECRETARIES:

Mrs Lorraine Laster  
Mrs Rita Pelle

OFFICE HOURS:

Tuesday/Thursday/Friday 9am– 3:30pm

WEB:

[www.stgregorysparishqueanbeyan.com](http://www.stgregorysparishqueanbeyan.com)

EMAIL:

[stg.queanbeyan@cg.catholic.org.au](mailto:stg.queanbeyan@cg.catholic.org.au)





# 2020 TERM DATES

## TERM 1

28 January (Tuesday)  
29 January (Wednesday)  
9 April (Thursday)

Staff Planning Day  
**Students return for Term 1**  
**End of Term 1**

## TERM 2

27 April (Monday)  
28 April (Tuesday)  
3 July (Friday)

Staff Planning Day  
**Students return for Term 2**  
**End of Term 2**

## TERM 3

20 July (Monday)  
21 July (Tuesday)  
25 September (Friday)

Staff Planning Day  
**Students return for Term 3**  
**End of Term 3**

## TERM 4

12 October (Monday)  
13 October (Tuesday)  
16 December (Wednesday)

Staff Planning Day  
**Students return for Term 4**  
**Last Day for Students**





# ENROLMENT POLICY

A copy of the Enrolment Policy for Catholic Systemic Schools is available on the school website (<http://stgregsps.nsw.edu.au/enrolment/>)

Parents enrolling their children at St Gregory's School for the following year, are asked to complete an official Enrolment Form before or during the fixed annual enrolment period which occurs during a three week period in May. Applications received after the due date can only be considered if vacancies still exist. Please complete the online enrolment application form on the school website. An enrolment interview appointment with the Principal will be made after your application has been processed. A copy of the last school report is also required if transferring from another school.

## THE SCHOOL PROGRAM

### CURRICULUM AREAS

As a Catholic School there is also a Religious Education Syllabus. Religious Education lessons will normally occur every day. As well as formal lessons students will participate in daily prayer, Mass/Liturgies at least 5 times a year and Whole School Focus assemblies that have a prayer component. Students are also encouraged to be active participants in Social Justice issues.

St Gregory's follows the curriculum of the NSW Education Standards Authority (NESA). NESA is responsible for:

- developing evidence-based policy to improve student achievement and support teachers
- risk-based monitoring of Teacher Accreditation Authorities and schools.

NESA will set and monitor quality teaching, learning, assessment and school standards. This includes responsibility, across NSW public, Catholic and independent schools, for:

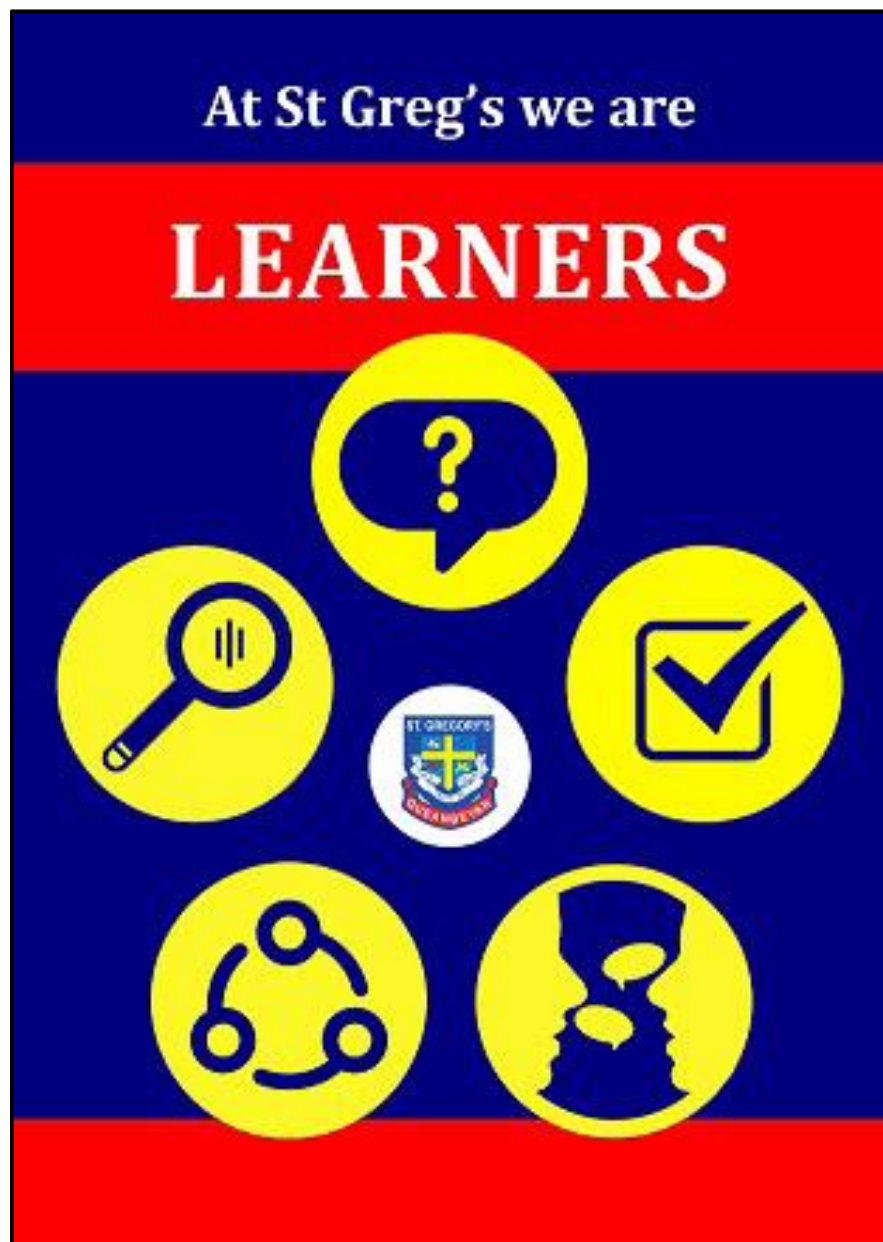
- Kindergarten to Year 12 curriculum
- accreditation of teachers and teaching degrees
- the internationally recognised HSC
- school registration and home schooling.

Syllabuses taught in all classes:

- English K–10
- Mathematics K–10
- Science (incorporating K–6 Science and Technology) K–10
- History K–10
- Geography K–10
- Creative Arts K–6
- PDHPE K–6
- K–10 Languages (Years 2-4 Italian)

For more information about each syllabus please see the NESA website

<https://syllabus.nesa.nsw.edu.au/>



## INCLUSION, WELLBEING AND DIVERSITY

All students are entitled to participate in and progress through the NSW curriculum. At St Gregory's we provide adjustments to teaching, learning and assessment activities for some students with special education needs. Students with special education needs have a range of abilities and needs. *The Disability Standards for Education 2005* describes the legislative requirements of schools to support students with special education needs.



Students with special education needs can access syllabus outcomes and content in a range of ways. They can do this with or without adjustments as appropriate. Adjustments relate to teaching, learning and assessment. They enable a student with special education needs to access syllabus outcomes and content and show their achievement.

Curriculum options for a student with special education needs should be appropriate for their individual learning needs and priorities. These options include adjustments to teaching, learning and assessment. Decisions are made together with the student, their parent/carer, teachers and other significant individuals.

Students with special education needs are provided with a range of opportunities to demonstrate achievement of syllabus outcomes in school-based assessment tasks, including exams.

**HOME LEARNING** At St Gregory's, homework is given so the students may develop further as lifelong independent learners. Homework enables the children to consolidate what they have already learnt at school and allows for the fact that children learn and work at different rates and have different needs. If handled well, it gives parents opportunities to encourage, express approval and, in general, relate positively to their children. It must be kept in mind that the best homework is family living: talking, listening, playing and sharing interests. Each term, Week 7 is designated as *Sabbath Week*. In this week no homework is set and meetings are avoided to allow families some additional time together.

Families may choose to "opt out" of Home Learning experiences. Any families that choose this option are encouraged to maintain a regular reading regime. In order to finalise this option, parents are required to complete an "opt-out" form. At anytime, parents may elect to "opt-in" and should notify the classroom teacher.





**SPORT** Currently our students participate in fitness and physical education programs. They vary from Kinder to Year 6. The junior students participate in a Gross Motor Program which aims to refine their movement, balance and rhythm. Kinder to Year 4 also participate in gymnastics lessons conducted by qualified gymnasts. Other PE lessons consist of specific physical education skills according to the syllabus.

We offer most of the major sports to our Primary students which they play with local and regional schools. Major school sporting carnivals include swimming, cross country and athletics.

Students have the opportunity to represent the school in a wide variety of sports at school, regional and Archdiocesan level. We also ensure our students experience a wide variety of recreational activities. Students in Kindergarten – Year 4 take part in an intensive swimming program.

To develop and enhance the St Greg's spirit, students are placed into one of four Houses. Children are involved in house-based activities throughout the year which promote fair play, team work, cooperation and respectful sporting behaviour. These activities include the three major sporting carnivals. During the carnivals, children are encouraged to wear a t-shirt or jumper in their House colour. Children are allocated to a House when they enrol. Siblings are always in the same House.

## Brennan

SARAH OCTAVIA BRENNAN WAS THE FIRST BOARDER AT ST BENEDICT'S CONVENT, QUEANBEYAN.

THE DAUGHTER OF THE POLICE OFFICER, MARTIN BRENNAN AND COUSIN TO POET, CHRISTOPHER BRENNAN, SHE EXCELLED IN MANY AREAS.

SARAH WAS THE FIRST WOMAN TO RECEIVE A BACHELOR OF SCIENCE AND A MASTER OF ARTS FROM SYDNEY UNIVERSITY. LATER, SARAH BECAME SISTER ELIZABETH OF THE SISTERS OF THE GOOD SAMARITAN ORDER.

SARAH WAS ACCOMPLISHED AT DRAWING, NEEDLEWORK AND MUSIC.

SARAH TOOK PART IN A CEREMONY, WHICH SHE DULY RECORDED IN HER OWN WRITINGS: TO LAY THE CORNERSTONE OF ST BENEDICT'S CONVENT IN ISABELLA STREET.

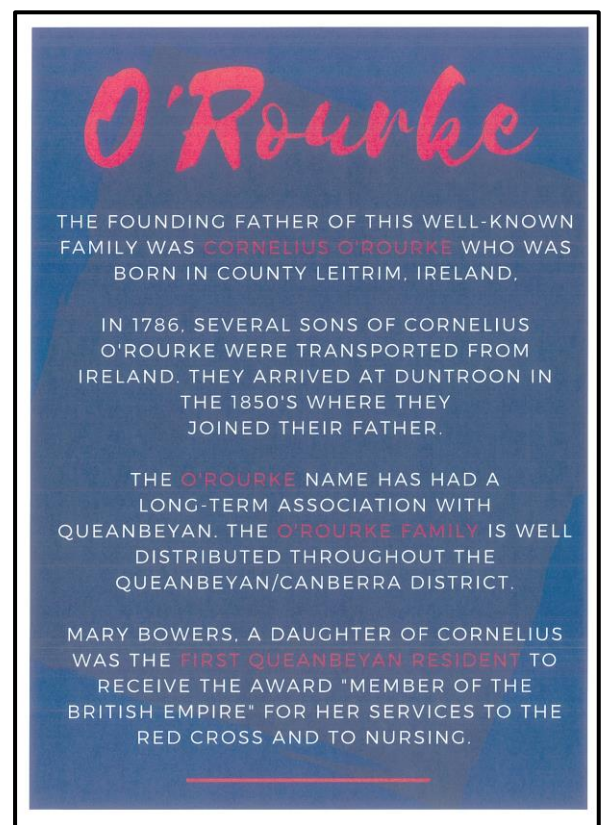
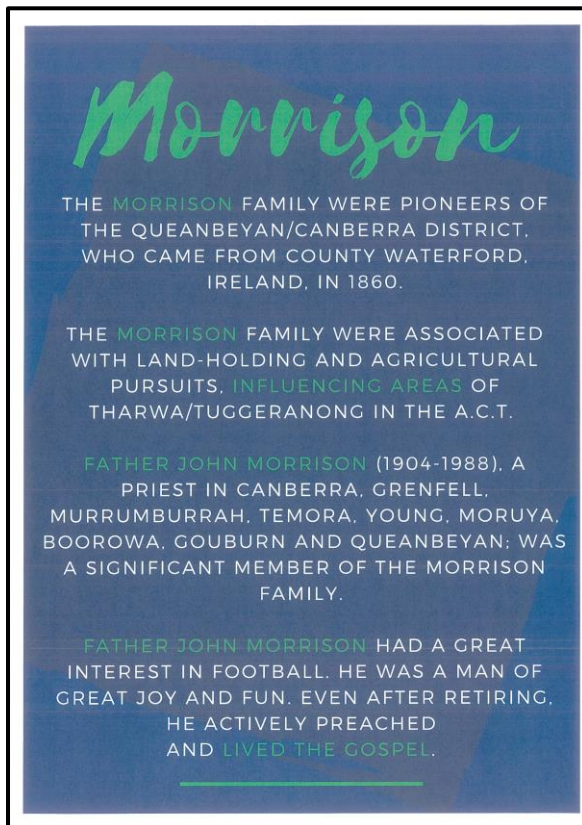
## Byrne

MARTIN BYRNE WAS BORN IN CARLOW, IRELAND IN 1815. THE SON OF CHARLES BYRNE. HE ARRIVED IN NSW IN 1839 AND WENT DIRECTLY TO GUNDAROO TO WORK ON A PROPERTY.

IN 1842 HE MARRIED SARAH NIGHTINGALE AND IN 1847 THE BYRNE FAMILY WENT INTO INNKEEPING. IN 1850, MARTIN BYRNE BUILT A HOTEL ON THE CORNER OF MONARO AND CRAWFORD STREETS, WHICH IS NOW KNOWN AS THE ROYAL HOTEL.

MARTIN BYRNE WAS ALWAYS ACTIVE IN CIVIC BUSINESS, A MILLER. HE OPENED BYRNES MILL IN 1883.

IN 1879 HE ASSISTED THE SISTERS OF THE GOOD SAMARITAN WITH THE ESTABLISHMENT OF ST BENEDICT'S CONVENT, ISABELLA STREET. HE DIED IN 1892 HAVING HAD A FAMILY OF FOURTEEN CHILDREN.



**ASSEMBLIES** Whole School Assemblies are held approximately 3 times a term. Classes are rostered to prepare and present the assembly based on an identified theme or focus. Assemblies are held on Fridays at 12:30pm in St Gregory's Hall at MacQuoid Street. Parents, carers and friends are invited to attend. Dates that classes are presenting assemblies are available on the Calendar on our school website.

**BEHAVIOUR GUIDANCE** At St Gregory's we hold as our highest priority the dignity of each individual within our community. The effective wellbeing of our school community is closely linked to the behaviour of our students. Therefore, the behaviour of each person, in particular our students, affects our ability to achieve our goals with greater success.

St Gregory's seeks to encourage individuals to become effective and contributing citizens. We recognise the importance of developing self-awareness and self-discipline, which enables the growth and development of all. The opportunity to enhance personal capacity through social, emotional, spiritual, cognitive and physical development is paramount to the success of our students.

St Gregory's School rules are: Be Fair, Stay Safe and Show Respect. These rules guide student thinking to encourage respectful and considerate behaviour.

A copy of the full policy is available on our school website <https://www.stgregsps.nsw.edu.au/policies-and-publications>.





**BUS POLICY** School buses travel to both campuses. Students in Kindergarten to Year 2 are eligible for free bus travel. Students from Year 3 - 6 must reside more than 1.6 kilometres (radial distance) from the school, or 2.3 kilometres or more by the most direct practical walking route to be eligible for free bus travel. Students may apply for a school bus pass by completing an online application form available from the Transport NSW website <https://apps.transport.nsw.gov.au/ssts/>.

All students travelling to school by bus should follow a simple Code of Conduct to help ensure the safety and comfort of everyone. Students will: behave safely at all times; respect the needs and comfort of other passengers; and always follow instructions about safety on the bus.

**SCHOOL DRIVE SUBSIDY** The subsidy is available to parents or guardians who drive students to school or a public transport pick up point. The School Drive Subsidy is only available where there are no other public transport options available to transport an eligible student to school for all or part of the journey. Application forms are completed online at the Transport NSW website <https://apps.transport.nsw.gov.au/ssts/schoolDriveSubsidy#/schoolDriveSubsidy>

### **SUN-SMART POLICY – ‘NO HAT, NO PLAY’**

The St Gregory’s Sun-Smart policy provides guidelines to:

- ensure all students and staff are protected from over-exposure to UV radiation;
- ensure the outdoor environment provides shade for students and staff;
- ensure students are encouraged and supported to develop independent sun protection skills to help them be responsible for their own sun protection;
- support duty of care requirements;
- and support appropriate OHS strategies to minimise UV risk and associated harms for staff and visitors.

Too much of the sun’s UV can cause sunburn, skin and eye damage and skin cancer. UV damage accumulated during childhood and adolescence is associated with an increased risk of skin cancer in later life.

Students are required to wear the school hat – a wide brimmed bucket hat. Any students without a hat will be denied access to the playground and instead will need to be in shaded areas. Hats are not required during the months of June and July.

**MUNCH ‘N’ CRUNCH FRUIT BREAK** We encourage good health and nutrition at St Gregory’s through curricular initiatives. Students are encouraged to make use of a water bottle during the day to maintain hydration and have the opportunity to ‘snack’ on a piece of fruit or vegetable during the morning session.



**CANTEEN** The school canteen at Lowe Street is open Thursday and Friday and MacQuoid Street is open from Tuesday to Friday each week. Lunch orders are available on these days. Lunches may be ordered via Qkr! before 8:30am or by writing the order and sending in payment with your child. Qkr! is a secure mobile phone app designed as an easy and quick method to make payments to St Gregory's School. School fees, school camps, learn to swim lessons, lunch orders from canteens and clothing pool items are all able to be paid by parents using this App. Both canteens aim to provide a variety of foods with good nutritional value. Parents are welcome to volunteer in the canteen on a rostered basis. Price lists are supplied early in the new year.

**NUT/EGG/FISH FREE SCHOOL** St Gregory's is a nut, egg and fish free school. There are students who have anaphylactic reactions to these products.

- Please do not allow students to bring products containing nuts to school. Products that state on their packaging 'may contain traces of nuts' are permitted.
- No whole egg products (e.g. egg sandwiches, boiled eggs, etc). Allowed are cakes/slices/muffins made with eggs. Although students with egg intolerance will not be able to consume them.
- No tins/sandwiches containing fish (e.g. tuna, salmon, etc) please.

## EXTRA CURRICULA OPPORTUNITIES



**CHOIR** Students from Years 3-6 are invited to audition for the school choir. The choir rehearses every Wednesday afternoon during school

**MUSIC TUITION** Piano, violin, brass instruments, guitar and keyboard lessons are currently available and are facilitated by Musicorp.

**PUBLIC SPEAKING** St Gregory's participates in the Northern Region Public Speaking competition. Children from Years 3 - 6 are invited to further develop their public speaking skills through club activities, inter-class and inter-school competitions.

**SEASONS FOR GROWTH** The Seasons for Growth program is aimed at teaching strategies to students who have had to deal with issues of grief or loss. The program is particularly directed towards children and families experiencing breakdown of relationships. Kate McManus-Green facilitates this program.

# COMMUNICATION

Effective home/school communication is a priority. Parents are encouraged to advise class teachers of any change in home routines that may impact the student.

Interviews with class teachers can be arranged before or after school hours, by contacting the school office or writing a note to your child's teacher. Teachers can be contacted via email to arrange meetings, discuss issues, etc. using [firstname.lastname@cq.catholic.edu.au](mailto:firstname.lastname@cq.catholic.edu.au) Parents and carers should allow between 1-2 days for a reply during staff working hours (8:00am – 5:00pm) to any communication. Please appreciate a delay may sometimes be experienced due to staff absence or illness.

The Principal is available for interview by appointment. Appointments can be made by contacting the MacQuoid Street campus office. Parents can be assured of the Principal's interest in any aspect of school life that is of concern.

**NB: Please make sure that the school has continuous up-to-date information about:**

- ⇒ Your current address
- ⇒ Current contacts
  - home phone
  - work phone
  - mobile phone
  - an emergency contact
  - email
- ⇒ Medication (if any) to be taken by your child for which an authority form must be completed



## **THIS INFORMATION IS ESSENTIAL IN CASES OF EMERGENCY**

If you have other concerns the following table will guide you to the person most suitable to help:

Problem or Issue	Person responsible in the first instance	Support personnel who also monitor progress
Classroom, behavioural or academic problem.	Class teacher	Wellbeing Coordinator, Assistant Principal or Principal
Religious Education and other matters dealing with religious celebrations and the sacraments.	Class teacher	Religious Education Coordinator, Principal or Parish Office
Welfare of a student or family with a particular need.	Class teacher or School Counsellor	Wellbeing Coordinator, Learning Support Teacher, Assistant Principal or Principal

Learning Support.	Learning Support teacher	Assistant Principal or Principal
Online access and cyber safety.	Class teacher	Administration Coordinator
Playground safety, bullying, child reports incident to parents.	Class teacher	Wellbeing Coordinator, Assistant Principal or Principal
Behavioural bus issues.	Wellbeing Coordinator	Assistant Principal
Maintenance Issue.	Wellbeing Coordinator	Assistant Principal
Issue about decision of Coordinators, Assistant Principal or Principal.	The person with whom you have the issue	Principal or Catholic Education Office

**THE SCHOOL NEWSLETTER** The newsletter is published electronically each fortnight, on the even week Tuesday of each school term. The newsletter is an important means of keeping you informed of school events. You may request to receive the newsletter by email. It is also available on the school website and through the Skoolbag app.

**SKOOLBAG** Our School has our own Skoolbag iPhone and Android App to help us communicate more effectively with our Parent community. It keeps our parent/carer community updated with the latest alerts, information, events and newsletters on their Smart Phone. We encourage all families to download the app.

**SCHOOL WEBSITE** General information, notes, school calendar, events and other items of interest can be found on our website [www.stgregsps.nsw.edu.au](http://www.stgregsps.nsw.edu.au)

**TWITTER** Events, alerts, info and photos are posted on our Twitter account at @stgregsqbn

**FACEBOOK** The school has a Facebook page.

**SCHOOL CALENDAR** Is available and updated regularly on the school website.

**VISITORS TO THE SCHOOL** All visitors to the school must sign in and out at the office.



**STUDENT ABSENTEES** It is required by law to send children to school unless sick or experiencing some unavoidable delay. If your child is absent please complete an absentee eForm available on Skoolbag or send a note to the class teacher on the child's return. Written absence notes may also be forwarded to the teacher or school via email. Parents are required to seek exemption for their child if they wish them to not participate in compulsory schooling for a period of time. The reason for exemption may vary as may the length of the exemption required. Applications for Exemption from Attendance forms are available from either campus office or the school website.



**STUDENT LATE ARRIVAL/STUDENT EARLY DEPARTURE** If your child arrives at school late or is required to leave early, please sign them in/out at the office.



## REPORTING STUDENT ACHIEVEMENT

St Gregory's provides information about the school and/or about your child's progress in the following ways:

**REPORTS AND OPEN CLASSROOMS** Written reports are sent to parents/guardians twice each year, at the end of Semester One and the end of Semester Two. Open Classroom Evenings are arranged to provide opportunities to view your child's work/books with your child as the guide. These evenings support the written report.

**PARENT/TEACHER INTERVIEWS** Formal parent-teacher interviews are scheduled during Week 6 of Term 1 and in Week 2 of Term 3. However, interviews can be scheduled at any times at the request of parents or teachers. Regular communication between home and school is highly valued and encouraged. Interviews with class teachers can be arranged before or after school hours, by contacting the school office or writing a note to your child's teacher.



# SCHOOL ASSOCIATIONS

**SCHOOL COMMUNITY COUNCIL** The School Community Council provides the opportunity for members of the school, parish and Archdiocesan communities to support the mission of Catholic education in the school. Working with the Principal, Parish Priest and staff, the members of the Council and its committees provide leadership to the wider school community.

The Council has a decision making role in certain policy areas and an advisory role in others. The policies of the school are always set within the mission of Catholic education. In the areas where it has responsibility for the development and monitoring of school policy, the Council operates within the policies and procedures determined by the Catholic Education Commission and Catholic Education.

**PARENT CONTACTS** Parent Contacts help foster good communication in the school and to assist in the development of the school community. It provides another means of uniting the school community and enhances the quality of relationships within the school between staff, parents and the children. Each class from Kindergarten to Year 2 and each grade from Years 3 to 6 will have a volunteer parent contact. There is a Class Contact Coordinator who represents this group as a member of the School Community Council.

## SCHOOL FEES

It is important you understand why parents or guardians are asked to pay fees in a Catholic school.

**SCHOOL TUITION FEE** Traditionally Australian Catholic schools have been built and operated with money provided by the parents whose children are enrolled in the schools. Although both the Federal and New South Wales Governments now contribute substantially to the economic viability of our schools, we still rely heavily on school fees collected from parents to ensure a level of staffing and resources comparable with the government schools. The tuition fee is set every year by Catholic Education.

The School Fees at St Gregory's Primary School currently are:

School Tuition Fee	\$308	per family per term
Running Costs	\$206	per family per term
I.T. Levy	\$ 67	per family per term
Capital Works Levy	\$ 52	per family per term
School Council Levy	\$ 28	per family per term
Year Book Levy	\$ 25	per family per year
Resource Levy	\$115	per student per year
Excursion Levy	\$ 25	per student per year
Chromebook Levy	\$ 20	per Year 4 – 6 student per term

Accounts are posted in the second week of each term with the due date of four weeks. Fees can be paid by cash, cheque, EFTPOS, BPay, Qkr! or credit card. Payment of school fees can also occur through regular instalments. This can be designed to spread your school fees over a 12-month period. A schedule is provided at the beginning of each year.

The following levies are determined by the School Community Council. These levies are subject to slight increases each year, usually in line with CPI.

**CAPITAL WORKS LEVY** This levy is used to strategically upgrade the facilities at the school at a level to best educate our students.

**RUNNING COSTS LEVY** The Running Cost levy enables us to pay for essential services such as electricity, gas, telephone, insurance and water. Maintenance of equipment and buildings, grounds, cleaning, printing, telephone, security, staff development, furnishing and small projects, such as fencing.

**INFORMATION TECHNOLOGY LEVY** This levy pays for the equipment upgrading we do each year to ensure the students have adequate technology in their classroom.

**SCHOOL COUNCIL LEVY** This levy is payable each term to provide basic funds to support our programs. Social activities, one main fundraiser and other small fundraising events may also be organised by various committees from our School Council.

**YEAR BOOK** A School Magazine is produced in Term Four and sent home with the eldest child. You will receive an account for this year book with your Term Four fees.

**RESOURCE FEES** These are charged once per year for each child and cover consumables such as paper, exercise books, pencils and text books. This fee will be included with your Term One school fees.

**EXCURSION LEVY** Costs associated with day excursions, sporting costs, cultural enrichment activities and visiting performers are covered by this levy.

**CHROMEBOOK LEVY** Every student from Year 4 – Year 6 have their own Chromebook for use at school.



**CAMPS** Students in Years 4 - 6 participate in annual camps of between 1 night to 4 nights duration. The cost of the camp will be added to the term fees at the beginning of the term they are due to occur.



**SWIMMING LESSONS** Kinder – Year 4 students are involved in a Learn to Swim program consisting of 10 lessons each year at the Queanbeyan Aquatic Centre. The cost of swimming lessons will be added to Term Four school fees.

**FEES ASSISTANCE SUBSIDY** The School Council has set up a Fees Assistance Subsidy scheme which is designed to help parents who may be having difficulty meeting the fees. Application forms are available through the Bursar at the beginning of each year. Applications for assistance must be completed each year. Parents/Guardians who are having difficulty paying school fees must contact the School Fee Bursar. It is not our policy to exclude children whose parents have difficulty meeting fee costs. It is our policy, however, that all families contribute what they can towards the running costs of the school.

**REPLACEMENT POLICY** In the event of classroom/library materials being mislaid in the course of the year, parents will receive a note asking them to search at home for the missing article. Parents may be asked to replace lost or ruined items.

## SUPERVISION

Supervision at school commences at 8:30 am and finishes with the last school bus. No supervision is available outside of these hours. Therefore, it is very important that children are not on the school premises before 8:30 am and/or left after 3:15 pm.

Promptness is important. Your child is disadvantaged if he/she is late each morning. Children can also become distressed if left waiting in the afternoon.

When approaching the campuses, please keep in mind the 40 kph speed limit and the parking restrictions (as indicated on the appropriate signage).

Safe parking is of utmost importance when dropping off and picking up each day. Please do not drive onto the school playground or driveways. Park your car and walk to meet your child.

Children being collected by their parents are to wait at the designated areas. All children being collected must be collected from the school gates.

**Lowe** – all students wait in the shade of the big tree. They will not be permitted to go to cars.

**MacQuoid** – there are two collection points. The Bottom Gate (MacQuoid St) and The Top Gate (Mowatt St) . MacQuoid St has a Kiss & Ride special pick up/drop off zone where the gutter is painted blue.

**AFTER SCHOOL CARE** After School Care is provided at St Gregory's School. The YMCA operates this service out of the school hall at MacQuoid Street Campus and is fully accredited with Department of Education. YMCA is a registered Child Care Centre and Child Care Benefit is available through Centrelink for eligible families. Please contact the YMCA directly for further information or to book on 6297 2334 or [queanbeyan@ymca.org.au](mailto:queanbeyan@ymca.org.au)

# SCHOOL UNIFORM

**PERSONAL PRESENTATION** is regarded as important. Children with hair that is below collar length should have it tied back at all times for health reasons. Hair should be clean and colouring of hair is discouraged. Ribbons and hair ties are to be in the school colours of navy or gold or matching natural hair colour.



## SUMMER UNIFORM

GIRLS	BOYS
Checked school dress OR Navy shorts with light blue short sleeve blouse with Peter Pan collar	Mid-Grey shorts (serge or polyester and rayon mix medium leg – no scoop legs)
	Light blue Midford shirt
Navy polar fleece full zip cardigan OR navy school woollen jumper	Navy polar fleece with half zip OR navy school woollen jumper
White ankle socks	Grey socks
Black school shoes (not runners)	Black school shoes (not runners)
School hat	School hat

## WINTER UNIFORM

GIRLS	BOYS
Navy serge tunic OR Navy slacks	Grey trousers (serge or polyester and rayon mix – no jeans or cords)
Light blue Midford shirt	Light blue Midford shirt
School tie	School tie
Navy polar fleece full zip cardigan OR navy school woollen jumper	Navy polar fleece with half zip OR navy school woollen jumper
Navy tights or navy socks	Grey socks
Black school shoes (not runners)	Black school shoes (not runners)
School hat or navy beanie	School hat or navy beanie
Navy parka	Navy parka

## SPORT UNIFORM

GIRLS	BOYS
Navy pleated netball skirt with navy scungies OR navy shorts (not basketball shorts)	Navy shorts (not basketball shorts)
Gold polo shirt with embroidered school crest	Gold polo shirt with embroidered school crest
White ankle socks	White ankle socks
Runners with non-marking soles	Runners with non-marking soles
Navy school tracksuit with gold stripe	Navy school tracksuit with gold stripe

### **Notes on Uniform:**

- When runners are required on days that children are not in sport uniform, they should bring them to school in a plastic bag and change into them when needed.
- No jewellery is permitted, other than a watch and one plain stud type earring.
- Nail polish or tattoos are not permitted.
- Children must wear designated school hats. Children without school hats will not be able to access all parts of the playground.
- School bags are to be the crested backpack from the school suppliers.
- Navy parkas may be worn.
- Please note all items of the school uniform are only available from Savvy School Wear or the second hand clothing pool.
- Scarves are permitted to be worn in winter, but must be plain navy or black in colour.
- In order to reduce costly competitiveness and fashion trends amongst our students, we avoid items of clothing with company logos displayed. Therefore, we seek your cooperation in not wearing any clothing with logos displayed.
- Nylon basketball shorts are not permitted as sports uniform.

### **Uniform suppliers are:**

- Savvy School Wear, Cassidy's Arcade, Monaro Street, Queanbeyan  
Ph: 6162 3070.
- The second hand clothing pool is located at Lowe Street Campus and is open every Monday and Tuesday morning from 9am-10am. Extra opening days will be published in the newsletter.
- School hats may be purchased from either campus office at a cost of \$15-00.



# IMMUNISATION

The *Public Health (Amendment) Act 1992* requires parents to provide documented evidence of the immunisation status of each child on enrolment to child care facilities, preschools and schools.

Parents of children enrolling at St Gregory's School will be required to provide the school with an Immunisation Certificate upon application for enrolment. This is obtainable from the Health Centre. The health officer there will require all records of immunisation before the Certificate can be issued. Failure to comply with this regulation will entail forced absences from school should certain diseases occur.

## EXCLUSION PERIODS

(Source: National Health and Medical Research Council)

DISEASE	EXCLUSION PERIOD
DIPHTHERIA	Exclude until receipt of a medical certificate of recovery
TETANUS	Exclude until fully recovered
WHOOPING COUGH (PERTUSSIS)	Exclude for 14 days from onset of illness or until 5 days of a 14 day course of antibiotics have been completed
MEASLES	Exclude for at least 4 days from appearance of the rash
MUMPS	Exclude for 9 days after the appearance of the swelling
RUBELLA	Exclude for at least 4 days after the rash appears
POLIOMYELITIS	Exclude for at least 14 days from onset and until a medical certificate is produced

