



---

# ST. LUKE'S CATHOLIC PRIMARY SCHOOL

## REVESBY

### Family

### Information

### Handbook

# St Luke's Catholic Primary School

75-79 Victoria Street, Revesby 2212

Telephone: 9773 5930

Fax: 9771 3171

Email: [info@stlrevesby.catholic.edu.au](mailto:info@stlrevesby.catholic.edu.au)

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

Living Our Faith  
Creating Life-long Learners  
Building Authentic Relationships

Pastor

Fr Remy Bui

Principal

Mrs Catherine Coman

Assistant Principal

Mr Hugh Casey

Religious Education Coordinator: Mrs Mary Anne Malone

School Hours:

9.00 am - 3.15 pm

2016	Schools Open	School Close
TERM 1	Monday 30 January 2017	Friday 7 April 2017
TERM 2	Monday 24 April 2017	Friday 30 June 2017
TERM 3	Monday 17 July 2017	Friday 22 September 2017
TERM 4	Monday 9 October 2017	Tuesday 19 December 2017

## FROM THE PRINCIPAL

### Dear Parents and Carers

It is a privilege to welcome you to St. Luke's Primary School, Revesby and to be entrusted to be co-educators of your child with you. At St. Luke's School we work in partnership with our parents and our parish community. Our school motto is Peace and it is our hope that the peace of Jesus Christ will permeate all our interactions. Gospel values are at the heart of our curriculum. We offer a quality education in our Catholic faith. Children are encouraged to be proud of the Catholic nature of our school, and the parish to which they belong.

Just as the teaching staff and community of St. Luke's are deeply committed to the education of your child, you will need to join us and be actively involved in your child's ongoing education. Children always have the best opportunity to succeed in their learning, when they know that their families and teachers are united in the shared and challenging task of their education.

Our aim is to develop confident, independent learners who are proud of their individuality, who will grow up to be adults with a life-long love of learning and the desire to make our world a better place. We invite you to join us in a friendship that is open in communication and grounded in loyalty and mutual respect as we journey together in the educational life of your child.

Mrs Catherine Coman  
Principal

## OUR MISSION STATEMENT

At St Luke's Catholic Primary School, we are committed to:

### Living Our Faith through:

- ✚ creating a welcoming community centred on Jesus Christ
- ✚ actively participating in the liturgy and traditions of the Catholic Church
- ✚ practising gospel values and reaching out to the wider community in the spirit of the Josephite tradition
- ✚ inspiring hope and a positive vision for the future

### Creating Life-Long Learners by:

- ✚ fostering involvement in faith, learning & community
- ✚ providing a holistic and differentiated curriculum
- ✚ encouraging individuals to achieve their potential within a contemporary learning environment.
- ✚ supporting an active partnership between home and school

### Building Authentic Relationships by:

- ✚ recognising the dignity of each person
- ✚ treating other people with integrity, honesty and respect
- ✚ developing each person's ability to contribute responsibly in society

## PARISH SACRAMENTAL PROGRAMS

An essential element in education in faith is the continuing growth of people in the Christian community and in the sacramental life of the Church. For the most part the children of our faith community have already been baptised as infants. At St. Luke's school, children prepare for and celebrate the Sacraments of Penance (Reconciliation/Confession) and Eucharist (Holy Communion) in Year 3 and Confirmation in Year 6. Our community, in Parish-based, family-centred programs, has led all Sacramental preparation with great enthusiasm. Whilst the teachers of St. Luke's school support and involve themselves in the sacramental programs, they are not the prime teachers in this instance. **That rightful role belongs to you, the first educators of your children in their faith.** Details of Sacramental programs and preparation are advertised in the School Newsletter and the Parish bulletin.

## MASSES

A child is learning about the real presence of Jesus in the Sacrament when the family attends Sunday Mass on a regular basis. School, grade and class Masses are celebrated regularly. Parents are always welcome to join in these celebrations.

## PRIMARY CURRICULUM

St Luke's provides a well-resourced education plan which provides a dynamic and challenging curriculum. The school's curriculum provides for flexible learning experiences that enable students to experience success in their learning.

### **Key Learning Areas**

Key Learning Areas are broad groupings of subjects. There are six Key Learning Areas (KLAs) in the Board of Studies primary curriculum in New South Wales. Each KLA deals with the knowledge, skills and understandings that are relevant and appropriate for primary students. Subjects are organised in this way to help teachers to manage the scope of the primary curriculum and to ensure that students have access to a well-balanced curriculum. Catholic Schools teach a seventh area which is Religious Education.

### **Religious Education**

Religious Education is central to all our teaching and Gospel values are integrated into teaching and learning in all Key Learning Areas. Religious Education participates in the Church's mission of evangelization, to announce the Good News of Jesus Christ. Religious Education is a lifelong process with parents being the foremost educators of their children.

*The Archdiocese of Sydney Religious Education Curriculum* provides appropriate teaching and learning opportunities for the students and the Religious Education texts *To Know Worship and Love* are used as a classroom resource to support the curriculum.

The content strands of the curriculum are:

- Liturgical Year
- Self
- Others
- Church
- Creation

The other six KLAs are as follows:

### **English**

English is the KLA where students develop knowledge, skills and understandings about English language and literature. English also has a wider role as a means of learning in all KLAs. The content strands in English are:

- Reading and viewing
- Writing and Representing

- Speaking and Listening (Communicating)

### **Mathematics**

The essential content for Mathematics is structured using one process strand Working Mathematically and three content strands:

- Number & Algebra
- Statistics & Probability
- Measurement & Geometry

### **Science**

Science provides opportunities for students to learn about natural and made environments by engaging in scientific and technological activity. Science and Technology involves students in investigating, designing and making, and using technology.

### **Personal Development, Health and Physical Education (PDHPE)**

The Personal Development, Health and Physical Education KLA helps students develop self-esteem, social responsibility, personal fitness and the ability to make informed decisions about health and lifestyle decisions.

### **Human Society and Its Environment (HSIE)**

#### **History**

History is a process of inquiry into the past that helps to explain people events and forces have shaped our world.

#### **Geography**

Geography is the study of places and relationships between people and their environment. It has an inquiry focus and encourages students to reflect on their relationships with and responsibility for care of the environment.

#### **Creative Arts**

Creative Arts include the art forms of visual arts, music, drama and dance. Learning in these art forms provides opportunities for students to develop their abilities in these areas and an appreciation of them.

## **ANNUAL PROCEDURES FOR DEALING WITH ALLERGIES**

### **1.1 School's Responsibilities**

- identify students with allergies at enrolment
- ensure parents/carers complete documentation and provide school with necessary information
- staff in-serviced on allergies and procedures to follow in an emergency
- child's emergency treatment plan reviewed with documentation from parent/carer
- teachers educate classmates with regard to sharing of food
- children's details noted on instruction sheet for casual teachers which is attached to inside front cover of class roll
- medical alert displayed in first aid room and classroom.

### **1.2 Parents/Carers' Responsibilities**

- inform principal at enrolment re allergy
- review procedures with class teacher

- complete appropriate school documentation and provide school with EpiPen Jr or antihistamine (check expiry dates of medication throughout year)
- provide school with details for emergency treatment plan
- provide class teacher with treats for child for when there are celebrations
- teach child to decline any food not provided by parents/carers
- prior to excursion or outing, discuss arrangements with class teacher.

## ATTENDANCE – ABSENCE

If your child has to be absent from school, it is a legal requirement that you tell the school and provide a reason for your child's absence. This can be done by providing a written note when the child returns to school. If your child is sick, it is only necessary to notify the school office by telephone if the absence is expected to be more than three days however a written note is required even if contact with the school has been made by phone.

Should you wish to take your child from class early, it is necessary for you to inform your child's teacher by note. You will need to go to the office to sign your child out and office staff will call for your child to meet you at the school office.

No child will be allowed to leave the school premises during school hours without the presence of a parent, or written permission from a parent for a child to leave with a designated adult.

To avoid disruption to class procedure, it is important that children arrive at school before 9am. With arrivals later than 9.10am, it is necessary for the student to go to the office before going to class, to collect a late pass. If concerns arise due to a student continually arriving late to school, or leaving early parents will be contacted by the principal.

## ATTENDANCE – EXEMPTION

If you consider that it is in your child's best interests to be exempted from the legal requirement to attend school for 10 days or more, e.g. for a trip overseas, for competing in an elite sporting event or for employment in the entertainment industry, you **must** apply to the Principal for an exemption. The school will provide you with an 'Application for Exemption from Attendance at School' form which must be completed and returned. The Principal will consider your application and decide whether to grant a 'Certificate of Exemption from Attendance at School'. Any such absences without a Certificate of Exemption will be recorded as an unexplained absence.

## BUS TRAVEL

To be eligible for a School Opal card, students need to be NSW residents and may need to live a minimum distance away from their school:

- Years K-2 (Infants) there's no minimum distance.
- Years 3-6 (Primary) 1.6km straight line distance or 2.3km walking or further.

A School Opal card is provided to eligible students who need to travel within the Opal network. Paper travel passes are issued to eligible students who need to travel outside the Opal Network.

### Who needs to apply?

Most students or parents won't need to apply for the School Opal card. The School card will be sent to student's school automatically at the beginning of the new school year in 2017.

However, a new application is required if:

- The student is just starting school or has not had a pass for travel before.
- The student is progressing from Year 2 to 3 or Year 6 to 7
- The student's personal details have changed (e.g. address).

Applications must be made by a parent or guardian for children aged 15 years and under.  
Applications must be made by the student if aged 16 years or older.

### **How to apply**

**Step 1** Complete the application at [transportnsw.info/school-students](http://transportnsw.info/school-students).

**Step 2** Print, sign and submit the form to the school for endorsement.

**Step 3** The school will then forward the application to Transport for NSW for processing.

Once approved, Transport for NSW sends the School Opal card to the home address given in the application.

The application may take several weeks and the applicant's email address is required.

### **Find out more**

For more information on the School Opal card and the School Student Travel Scheme (SSTS), please visit [transportnsw.info/school/students](http://transportnsw.info/school/students).

For information regarding suitable bus routes for your child, please ring Veolia Transport on 8700 0555 or 8536 5117.

## **CANTEEN**

Our school canteen is open every day for lunch and fruit break and a menu is sent home each term. For lunch orders, write your child's name, class and order on a paper bag and place the money inside the bag. The child will place the lunch order in the basket in the classroom. If children forget their lunch they are to go to the school office and a sandwich will be provided from the canteen and a note requesting payment will be sent home.

## **CHILD PROTECTION PROCEDURES**

Child protection legislation was enacted in 2000. Neither parents nor visitors are to go into a classroom, canteen or remain on school premises unless they have completed the appropriate documentation (*Working with Children Check*), "signed on" at the office and are wearing an identifying badge whilst working at school. Appropriate child protection processes and procedures will be outlined at the beginning of the 2017 school year. Adults are not permitted to enter the students' toilets at any time.

## **COMMUNICATION**

### **School Newsletter**

Each even Friday the school distributes a newsletter via email to each family. This newsletter is a vital form of communication from the school to the home and parents are encouraged to read it carefully each fortnight. Newsletters are also available on the parent portal on the school intranet site: [www.stlrevesby.catholic.edu.au](http://www.stlrevesby.catholic.edu.au) or on the school Smartphone App.

### **School App**

The St Luke's Catholic Primary School App is a free download available for iPhone and Android Smart phones. The App gives you immediate access to the School Calendar, Newsletters and important notes and reminder notifications for upcoming events. The username and password for downloading the App is

**Username: community**

**Password: stlukesatholicps**

## Curriculum Notes

At the beginning of each term, grade teachers send home an outline of the content to be covered in your child's class, which may include class excursions and special events.

## ENROLMENT POLICY

St Luke's School adheres to the Sydney Archdiocesan Catholic Schools Board Enrolment Policy. All applications for enrolment received before the official closing date shall be considered in accordance with this policy. The school enrolment committee consists of the principal, assistant principal, staff member the parish priest and a parent.

St Luke's Catholic School is the designated primary school for children of Catholic families from the parish of St Luke's Revesby. Children of families who are prepared to support Catholic ideals and principles may be considered eligible for enrolment.

Enrolments are made in accordance with the following criteria:

1. Baptised Catholic children of regularly worshipping Catholic families with strong demonstrable links to St Luke's Parish.
2. Siblings of children already attending the school whose families have demonstrated ongoing support for the ethos and values of the Catholic Church.
3. Children of families who have 'special pastoral circumstances' as assessed by the Enrolment Committee.
4. Children of Catholic families not covered above or who reside outside the local designated Catholic parish.
5. Children of regularly worshipping Orthodox families who have strong demonstrable links to their faith community and who are prepared to support the ethos and values of the Catholic Church.
6. Children of regularly worshipping families from other Christian denominations who have strong demonstrable links to their faith community and who are prepared to support the ethos and values of the Catholic Church.
7. Children of Orthodox families who are prepared to support the ethos and values of the Catholic Church.
8. Children of families from other Christian denominations who are prepared to support the ethos and values of the Catholic Church.
9. Children of families from other faith traditions or non religious backgrounds who are prepared to support the ethos and values of the Catholic Church.

## EXTERNAL TESTS

Whilst these tests are not programs as such, we do prepare children to participate in them. All students in Years Three and Five take part in the NAPLAN (National Assessment Program in Literacy and Numeracy) Test each year. Students in Year Six will sit the Catholic Education Office Religious Education Test. Children in Years Three to Six will also be given the opportunity to take part in the ICAS Maths, Science, English, Writing, Spelling and Computer Competitions which are offered at various times throughout each year. The school's results on these tests are published in the school's Annual Report which is available on the school website.

## HEAD LICE (PEDICULOSIS )

Unfortunately Head Lice are a recurring problem in all schools. The Health Department's Policy is that pupils are excluded from school until hair is completely treated with medicated lotion and is entirely free of lice. Pupils excluded must ensure that the hair has been appropriately treated before their return to class. Hints for checking hair for nits or lice:

- Check hair in bright sunlight.
- Check around the ears and the top and front of the head.
- If you find nits, treat the whole head then check again.
- If the nits are still present, they need to be pulled off the hair strand.
- You must treat the bed linen, hats, etc. to ensure effective treatment.
- It is recommended that all members of the family be treated.

## IMMUNISATION

An immunisation certificate confirming the 4 year immunisation must be presented before your child commences school. The NSW Health Department ruling is that if there is an outbreak of a vaccine-preventable infectious disease any child who is not vaccinated is to be reported to the Area Medical Health Officer who will decide if exclusion from school is required during the outbreak.

## KISS 'N' GO

The Kiss 'n' Go service operates outside St Luke's School on Victoria Street each school day. This service allows parents to drive up to the designated zone, stay in their car and drop off or collect their children. In order for the service to operate safely and efficiently the following procedures must be followed by staff, students and drivers.

### Morning Routine

There is no teacher on duty in the morning as arrivals are staggered. Drivers are to move down and stop in the Kiss 'n' Go zone as far as possible, allowing the child/ren to alight from the car. Students must then walk to the gate and enter the school grounds. Once inside, students are not to leave the grounds for any reason without notifying a staff member.

### Afternoon Routine

Please note that the use of the Kiss 'n' Go zone is staggered in the afternoon to avoid congestion. Students whose surnames begin with A-L can be picked up from 3.10pm to 3.25pm. Students whose surnames begin with M-Z can be picked up from 3.25pm onwards. Any students remaining after 3.35pm will be taken to the office for collection.

### Staff:

- A member of the School Leadership Team (STL) will be on duty each day along with the staff member assigned to gate duty.
- SLT member is to call for the Kiss 'n' Go students with surnames from A - L at 3.10pm to meet them at the gate. The teacher will take a megaphone, open the gate at Victoria St and instruct students to sit against the fence and listen for their names. As cars approach the pick-up zone, the staff member will call out the name displayed on the car and wave cars along the kerb as appropriate.
- Teacher on gate duty should move towards the disabled parking zone, waving cars down as far as possible and supervising students entering cars. If the child is not available at the pick-up zone, the driver is instructed to drive around the block.

- At the dismissal bell at 3.15pm, the students with surnames from M-Z will walk down towards the Victoria Street gate and assemble under the shade cloth. These students will be called down to the footpath area at 3.25pm.

#### **Drivers:**

- Drivers must ensure that they arrive in the zone at the correct time according to the surname of the family (see above).
- Drivers must clearly display the Kiss 'n' Go name card (available from school office) on the passenger side visor when approaching the pick-up zone.
- Drivers must drive along the kerb as far as possible towards the disabled parking area. (If instructed by a staff member, the disabled parking area may also be used).
- The car must come to a complete stop before children are permitted to approach the vehicle.
- Students must enter the vehicle via the kerbside doors taking their school bags with them. No child is to go to the rear of the car to place a bag in the boot.
- If the child is not available at the pick-up zone, the driver must drive around the block to avoid causing a bank-up of traffic.

#### **Students:**

- When called, students walk to the gate or shade cloth area and wait for a staff member before moving onto the path.
- Students must sit along the school fence, facing the road and watching for their car. Students must not completely block the footpath allowing pedestrians to move freely.
- Upon seeing their car, or when the staff member calls the family name, students are to start moving down along the path and watching for the car to stop.
- The car must come to a complete stop before students are permitted to approach the vehicle.
- Students must enter the vehicle via the kerbside doors taking their school bags with them. No child is to go to the rear of the car to place a bag in the boot.
- Students need to have the ability to open and close the care door and fasten their seatbelts independently to use this service.

#### **Wet Weather Routine**

In the case of wet weather, students will assemble under the shade cloth near the recycling bins. The teacher on gate duty will also take a megaphone and stand in front of the shade cloth. The SLT member stands out on the footpath and calls the names as the cars approach. This is relayed by the teacher near the shade cloth and students walk down to the gate towards the vehicles. All other safety rules apply as normal.

### **LOST PROPERTY**

A lost property box is kept for the collection/storage/distribution of lost property. Clothes will be displayed at different times throughout the year. Clothes that are not reclaimed are placed in the clothing pool for sale to parents.

### **PARENT INVOLVEMENT**

St Luke's School gratefully acknowledges the generous support of our parents. The school encourages and welcomes parent involvement in many ways. The choices you might like to consider include:

- being involved in sacramental programs
- assisting in the classroom
- attending parent forums
- being a class representative
- serving on a committee
- attending parent curriculum meetings and parent teacher interviews

- giving input on school policy e.g. responding to surveys
- helping in the school library
- assisting with excursions
- assisting with sporting activities.

## **PRESENCE OF PARENTS ON SCHOOL PROPERTY**

Parents are reminded of their responsibility to the School and to the wider School Community to behave appropriately towards staff and other members of the School Community. The Pastoral Care Guidelines for Catholic Schools state:

“In the school’s daily routine life, the ways in which people interact with each other significantly affect each person’s sense of self-worth, belonging and well-being. The fostering of high-quality interpersonal relationships among teachers, students, parents and ancillary staff is a responsibility shared by everyone.” A recent report noted: “parents have a right to be partners in their children’s education”. For some parents, this is an invitation to be involved in a productive and effective way so that student outcomes are enhanced. For others, however, it is interpreted as an opportunity to question the legitimate authority of the School, and increasingly, this results in teachers being involved in conflict situations and even at times experiencing harassment. (Suspension & Expulsion of Students from Non-government Schools in NSW, G. Riordan & A. Gonazi, UTS,2003).

Principals are responsible for ensuring the safety and security of staff and students within schools. In response to a small number of disturbing incidents of intimidation or violence, the NSW Crimes (School Protection) Act was amended in 2003 to make it an offence to assault, stalk, harass or intimidate a student or member of staff of a school or to enter a school with the intent of doing so. The Inclosed Lands Protection Act was amended in 2002 to allow police to enter school property and issue ‘on the spot fines’ (up to \$550) to any person who enters onto school premises without lawful excuse or who remains on school premises after being asked to leave.

## **RELEASE FROM FACE TO FACE TEACHING**

All Primary teachers in Catholic Schools are granted two hours per week release from face to face teaching (RFF). Our staff uses this time for planning, programming and assessment and takes this time periodically throughout each term. The remaining RFF happens through the Music Program where the students are taught by the music teacher for one hour each fortnight.

## **RELIEF TEACHERS**

On occasions your child’s teacher may be unable to take the class. The teacher may be ill or perhaps be required to attend a professional development course. On such occasions, a qualified replacement teacher will be employed to teach the class. All relief teachers are screened by Child Protection Laws and will normally follow the teaching program set by the class teacher.

## **REPORTING TO PARENTS**

Early in Term 1, Parent/Teacher chats are arranged so parents can talk to the teacher about their child and his/her needs for the year. In Terms 2 and 4, a written report is sent home. Parent/Teacher interviews are organized by the school after the Term 2 report has been issued and are offered in Term 4 if required. If a teacher is concerned about your child’s progress at any time, you will be invited to come and discuss the problem. Likewise, you are welcome to ask to meet with your child’s teacher at any time, but an appointment is essential. The class teacher is always the first person to see if you have a concern. Teachers are not available for interviews at morning assembly, during class time or whilst they are on playground or bus duty.

## SCHOOL FEES AND CHARGES

### School Fees

School fees accounts are sent home early in Term 1, showing Annual Charges. A reduction is given for the second and third child, with no charge for the fourth child attending Catholic systemic schools in the Sydney Archdiocese. Payment options are Annually, By Term or Monthly.

### Resource Fee

Resource fee covers all learning materials and subscriptions for the children throughout the year.

### Parish Building & Maintenance Levy

A levy is charged in all Sydney Archdiocesan Catholic systemic schools to finance major capital works and to meet the costs of refurbishment. If you have children attending two Catholic systemic schools the amount payable will be half of the current school building levy. If you have children attending three Catholic systemic schools the amount payable will be a third of the current school building levy.

### Excursion / Incursion Fee

This fee covers the cost of all excursions, the Life Education Van visit, the annual school Athletics and Swimming Carnival and in school visiting artists.

### Sports Levy

This fee covers specialist programs in swimming, gymnastics and dance. (Charged equally Terms 2 and 3).

### Technology Levy

This fee is charged to assist with the provision and maintenance of appropriate technology.

### Underlying Principles for School Fees

The Catholic school runs at a managed resource level which endeavours to balance the need for excellence in educational opportunity with the ability of the Catholic community to pay.

Commonwealth and State Government contributions, while substantial, do not cover the total costs of running the school or the school system. The financing of Catholic schools is a shared responsibility involving the school, parish, CEO and governments.

The seriousness with which parents take their responsibility for meeting fees, and the sacrifices which they make in the process are appreciated. No child will be denied a Catholic education through a genuine inability to pay tuition fees. Individual cases need to be represented to the Principal annually with substantiation.

## SCHOOL HOURS

Classes commence	9.00 am
Lunch Break	11.00 am
Classes Resume	11.45 am
Fruit Break	1.45 pm
Classes Resume	2.15 pm
Classes Finish	3.15 pm

## SICKNESS AND ACCIDENTS

The class teacher sends children who become ill at school to the school office and a decision is made if they should be sent home. Sometimes children need a little rest, some TLC and then are happy to go back to class. We do however err on the side of caution and if we have any doubts about their state of health we will contact a parent immediately. Supervision is arranged until contact with a parent can be made. On enrolment at the school, parents of each child are asked to provide alternative telephone numbers in case a child is ill at school and parents cannot be contacted. **Please notify the secretary immediately if any changes to these contact numbers occur.** It is school policy that parents are notified in the event of any obvious injury to the head. In the event of an accident resulting in a more serious injury, when a parent cannot be contacted, the child will be taken to a local medical centre or, if necessary, an ambulance will be called. A member of staff would always accompany the child in these events.

If a child needs medication at school, ideally the parent or carer should come to the school and administer it. Where this is not possible, please contact the secretary to make alternative arrangements. The school should be informed if children are on regular medication for a specific reason e.g. diabetes, epilepsy, asthma, AD/HD.

## STAFF DEVELOPMENT DAYS

Permission is granted by the Catholic Education Office for the school to suspend classes for five days each year so that teachers can plan together for the development of programs to support children's learning. The first day and last two days of the school year are such. Two other Staff Development Days (pupil-free) are planned throughout the year. Parents are asked to co-operate with the school in enabling these days to be productive. The usual method of communicating about these days is to notify parents in advance through the school newsletter.

## SUPERVISION

Staff supervise the children in the playground from 8.30 am. **Children must not be on the playground before that time.** Supervision after 3.30pm is not provided except for bus supervision and supervision of children at the Victoria Street exit. Parents may like to make private arrangements with the Kids Capers for before and/or after school care. Phone: 9771 3589.

## STUDENT MOBILE PHONES

All mobile phones are to be signed into the school office before school and picked up in the afternoon. No child is to have a mobile phone on their person during school hours.

## Uniform Policy

It is a great honour to be a member of St. Luke's Catholic Primary School, Revesby. We have a long history dating back to 1950 when the Sisters of St Joseph established the school. We care for each child in our school and hope to instill in our students a sense of pride in themselves. Each time our students wear their school uniform they represent our school and is a mark of respect for the school, themselves and the values we uphold. For this reason we have a smart, comfortable uniform to show others in the wider community who we are and the pride we have in being a member of this school. We therefore ask that the students follow our school uniform policy and wear their school uniform with pride.

A hat is a compulsory part of the school uniform. School hats are to be worn whenever students are on the playground. There is a “no hat, sit in the shade” rule for the students, teachers will remind the students of this sunsafe rule.

The school bag is a compulsory part of the school uniform and has been designed and chosen for comfort. It offers correct back support for students carrying their belongings to and from school.

Students are expected to style their hair in a neat and tidy manner. Hair colouring and extreme hairstyles are not to be worn to school. Shoulder length hair should be tied back with a navy blue ribbon or band.

Make up, nail polish and artificial nails are not to be worn to school. The only jewellery which may be worn is a simple cross on a chain on the inside of their clothing, a pair of plain metallic studs, one in each and a watch. No other jewellery is to be worn.

The girls’ dresses are to be worn at knee length.

Sometimes students are asked to wear ‘mufti’ or casual clothes to school for special events. When this occurs, it is important that the clothes are suitable for playing at school. The choice of shoes must protect their feet and be designed for physical activity.

The Sport uniform requires students to wear athletic shoes which provide support and protection for their feet. These shoes and their laces are to be predominately white.

### **Girls Summer Uniform**

Dress	blue check
Jacket	navy with crest
Hat	navy slouch with crest
Cap	legionnaire with crest
Socks	royal blue fold down ankle socks
Shoes	black leather school shoes with laces or velcro
Bag	navy bag with school crest

### **Girls Winter Uniform**

Blouse	blue long sleeve
Tunic	navy
Slacks	navy tailored
Tie	school stripes
Tights	navy opaque stockings
Jacket	navy with crest (or crested sloppy joe)
Parka	navy taslon with crest
Shoes	black leather school shoes with black laces or velcro
Socks (with slacks)	royal blue fold down ankle socks
Bag	navy bag with school crest

### **Girls Sport Uniform**

Polo	white with crest
Skirt	navy netball
Shorts	navy cullotes
Jacket	navy with crest
Trackpants	navy

Socks	white fold down ankle socks
Shoes	predominantly white sport shoes

### **boys Summer Uniform**

Shirt	school blue lay back collar
Shorts	grey
Jacket	navy with crest
Hat	navy slouch with crest
Cap	legionnaire with crest
Socks	grey fold down ankle socks
Shoes	black leather school shoes with black laces or velcro
Bag	navy bag with school crest

### **Boys Winter Uniform**

Shirt	school blue long sleeve
Trousers	grey
Tie	school stripes
Jacket	navy with crest (or crested sloppy joe)
Socks	grey fold down ankle socks
Parka	navy taslon with crest
Shoes	black leather school shoes with laces or velcro
Bag	navy bag with school crest

### **Boys Sport Uniform**

Polo	white with crest
Shorts	navy knit
Jacket	navy with crest
Trackpants	navy
Socks	white fold down ankle socks
Shoes	predominantly white sport shoes

The official changeover from summer to winter uniform will be on the Monday after Mothers' Day. From that day winter uniform is compulsory for all students K-6, including long pants (boys) and long-sleeved shirts and ties (boys and girls).

The change from winter to summer uniform is the first day of Term 4. If the weather is becoming warmer at the conclusion of Term 3, the Principal or Assistant Principal will advise parents of any changes to this arrangement.

All items of uniform are available through Lowes at Bankstown Square, phone 9790 1432 or online

<https://www.lowes.com.au/CampusCategories.aspx?depid=396>

Pre-loved uniforms can be purchased from the school Clothing Pool at a very small cost.

If a student does not follow the school uniform policy a note will be sent to their parents or carers to inform them of this and the correct uniform requirements. Continued breaches of this policy will require a conversation with the parents or carers of the child, to discuss how we can move forward on this matter.

# ST LUKE'S MORNING PRAYER

God of Peace,

We praise you for the gifts you have given each one of us.

We praise you for our families, teachers and friends who love and guide us.  
May we continue to follow the example of Jesus through our words and actions.

May we live our school motto "Peace."

Amen

St Luke

Pray for us

St Mary of the Cross Mackillop

Pray for us

