HOUSE PATRONS

de Sales - Joy in Loving
Savio - Joy in Christ
Mazzarello - Joy in Serving
MacKillop - Joy in Caring

St Francis de Sales (1567-1622)
St Dominic Savio (1842-1857)
St Maria Domenica Mazzarello (1837-1881)
St Mary MacKillop (1842-1909)
**MOTTO**

“JOY IN LEARNING”

The College motto “JOY IN LEARNING” is strongly exemplified in the person, life and teachings of our patron, St John Bosco.

**OUR MISSION**

Nurturing our students to become successful learners who can contribute positively to society.

**OUR VISION**

Our vision for this new Pre-Kindergarten-Year 12 College is to create a flourishing environment in which every student can experience the joy in learning and thrive in a Catholic learning community; where development of the whole person is of utmost importance.

**LOGO DESIGN**

The logo is a modern re-working of a traditional 'coat of arms', with the four quadrants coming together to create a contemporary ‘shield’.

Within each quadrant is an icon that relates directly to St John Bosco and his philosophy of education.

**CONTENTS**

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHILOSOPHY</td>
<td>2</td>
</tr>
<tr>
<td>COLLEGE DAY</td>
<td>3</td>
</tr>
<tr>
<td>MORNING ROUTINES</td>
<td>3</td>
</tr>
<tr>
<td>AFTERNOON ROUTINES</td>
<td>3</td>
</tr>
<tr>
<td>ATTENDANCE</td>
<td>4</td>
</tr>
<tr>
<td>INDEPENDENCE</td>
<td>4</td>
</tr>
<tr>
<td>PRE-PRIMARY TIMES AND COLLECTION OF CHILDREN</td>
<td>5</td>
</tr>
<tr>
<td>RECESS AND LUNCH</td>
<td>6</td>
</tr>
<tr>
<td>HAT</td>
<td>7</td>
</tr>
<tr>
<td>CLOTHING</td>
<td>7</td>
</tr>
<tr>
<td>UNIFORM</td>
<td>7</td>
</tr>
<tr>
<td>PERSONAL ITEMS AND TOYS</td>
<td>7</td>
</tr>
<tr>
<td>BIRTHDAYS</td>
<td>7</td>
</tr>
<tr>
<td>BEHAVIOUR MANAGEMENT</td>
<td>8</td>
</tr>
<tr>
<td>RELIGIOUS EDUCATION</td>
<td>9</td>
</tr>
<tr>
<td>WASHING ROSTER</td>
<td>10</td>
</tr>
<tr>
<td>PARENT ROSTER</td>
<td>10</td>
</tr>
<tr>
<td>LITERACY</td>
<td>10</td>
</tr>
<tr>
<td>HANDWRITING</td>
<td>11</td>
</tr>
<tr>
<td>NUMERACY</td>
<td>11</td>
</tr>
<tr>
<td>PURPOSEFUL PRACTICE</td>
<td>11</td>
</tr>
<tr>
<td>NOTE FOLDER</td>
<td>11</td>
</tr>
<tr>
<td>READING FOLDER</td>
<td>11</td>
</tr>
<tr>
<td>TECHNOLOGY</td>
<td>11</td>
</tr>
<tr>
<td>ASSESSMENT</td>
<td>11</td>
</tr>
<tr>
<td>SEESAW</td>
<td>12</td>
</tr>
<tr>
<td>COMMUNICATION</td>
<td>12</td>
</tr>
</tbody>
</table>
Philosophy

The curriculum at St John Bosco College from Year One to Year Six is based on the Western Australian Curriculum and the Early Years Learning Framework “Belonging, Being and Becoming”. There is a balance between tasks based on the students’ interests and explicit teaching of the curriculum, with a strong emphasis on literacy and numeracy. Students will be provided with opportunities to develop their thinking skills by problem solving with real life situations using innovation, shared collaboration and digital technology.

Image of the Student

We believe that each student is a unique individual who needs to develop emotionally, intellectually, physically and socially.
We believe in building a respectful and nurturing relationship with each individual student so they feel valued and heard.
We believe our actions, attitude and teaching nurtures students to apply Gospel teachings and values in all they do.

The Learning Process

We believe in engaging students in authentic inquiry based learning and open-ended tasks so they can reach their full potential. This enhances their ability to think and research, and to manage and be responsible for their own learning.
We value the knowledge and understanding students bring to the classroom, resulting in higher levels of engagement, motivation and productivity.
We recognise there is the need for a well-balanced program including explicit teaching, with a strong emphasis on literacy and numeracy.
We believe that all students can be curious, creative, critical, reflective and independent thinkers.

Partnership

We believe that partnerships with students, families, staff and the parish are built on trust, respect and honesty.
We strive to build relationships with families and other agencies, based on co-operation and a mutual respect for the reciprocal roles that each play in the lives of the student, recognising that families are the student’s first and most influential educators.
We believe that partnerships with families provide us with invaluable information relating to each student and their interests, needs and cultural backgrounds.

Community

We believe that all members of our College community are equal contributors in creating a happy, safe and innovative learning environment that promotes continual growth and change.
We believe in the importance of an inclusive community that embraces diversity.
We acknowledge that all members of our College community are equal contributors in creating a happy, safe and innovative learning environment that promotes continual growth and change.

Environment

We believe that the innovative learning spaces we create will inspire deep, purposeful and authentic experiences and develop a strong foundation and passion for life-long learning.
We believe in creating a safe, contemporary, collaborative and technologically rich learning environment that focuses on a student-centered approach to learning.
The College environment encourages collaboration and focuses on the students developing real-world skills as they discover the ‘Joy in Learning’.
EVERYTHING YOU NEED TO KNOW

College Day

<table>
<thead>
<tr>
<th>Event</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio opens:</td>
<td>8.30am</td>
</tr>
<tr>
<td>Start of College day:</td>
<td>8.40am</td>
</tr>
<tr>
<td>Recess:</td>
<td>10.40 - 11.00 am</td>
</tr>
<tr>
<td>Lunch:</td>
<td>12.40 - 1.20 pm</td>
</tr>
<tr>
<td>End of College day:</td>
<td>3.00pm</td>
</tr>
</tbody>
</table>

Pre-Primary students are to be brought to and collected from the Studios by an adult. Please inform the staff who has permission to collect your child and if this changes on any given day.

Morning Routines

Parents and students are asked to wait together outside the Studio until the doors open at 8.30am. At this time students are asked to bring in their own hat, lunch box and drink bottle. Parents are welcome to come in with their child for the first 10 mins. Hats will remain in pigeon holes throughout the term.

Please ensure that if activities have been set up outside prior to Studios opening that the children remain with you along the verandahs.

Afternoon Routines

At the end of the day the teacher will dismiss each student. Please wait outside the Studio until your child is called. Pre-Primary students will not be released to older siblings. An adult must collect them from the Studio.

Due to supervision on the playground older students are asked not to go to the ELC playground to wait for parents there. We are obligated to close our ELC playground by 3.20pm due to the OSHC license requirements.
Attendance

If a student is to be absent from the College for any reason, a parent/guardian needs to email the College Administration at absentee@stjohnbosco.wa.edu.au before 9.00am on the day of absence.

If it is not possible to email, a telephone call to the College Administration is required before 9.00am but must be followed with an email. An SMS message to parents/guardians will be generated for all absences unexplained by 9.30am. If your child is ill please keep them at home to recover. This will minimise the risk of infection to other students. If your child becomes ill at the College we will contact you or other emergency contacts that you have nominated for your child. Please ensure that all College records and the Administration staff are kept up to date with any changes in contact details. We do require a written note or email either on return or prior to the day of absence.

Independence

Please encourage your child to develop independence and responsibility for themselves in Pre-Primary by making sure that they:

- Carry their own College bag.
- Organise their belongings each day on their arrival into the Studio.
Pre-Primary Times and Collection of Children

Pre-Primary students must be accompanied by an adult to and from the Studio. Supervision commences at **8.30am** each day when the Studio doors are opened and class begins at **8.40am**. It is important that students arrive on time so they settle comfortably into routines without feeling rushed; this will allow children to organise their belongings in a timely manner and creates a positive start to the day.

If your child arrives to the College later than **8.45am**, an adult must sign them in at the College Administration and escort them to their class. A pink ‘Late slip’ will be given to you to pass on to your child’s teacher to show that they have been signed in.

Students are dismissed from Pre-Primary at **3.00pm** and must be collected at the Studio door. Students can become upset and anxious if they arrive late to the College or if parents arrive late to collect them, so please make every effort to be on time.

An adult must drop off and pick up students. They will not be released to older siblings. Siblings in Year 1 to 6 are asked not to come to the Early Learning Centre to wait for collection there.
Recess and Lunch

At St John Bosco College our focus is on the environment and your child’s healthy eating habits. We would be most grateful for your support and participation in these initiatives. We have implemented a reduced bin environment and introduced a compost/worm farm recycling program. After students eat their recess and lunch, they will do the following:

Put in the compost/worm farm:
- Apple cores
- Banana peels
- Fruit and Vegetable scraps

Place plastic wrappings and bags from sandwiches, or any other wrappings from packaged food, back into their lunchboxes to take home. In addition, citrus peels will not be able to be composted or added to worm farms.

Please support us by sending your child to the College with healthy, nutritious snacks and lunches. Foods that we would like to see at the College to encourage this program include:
- Fresh fruits and vegetables
- Yoghurt/Fruit cups
- Cheese
- Pikelets
- Plain crackers
- Sandwich or wrap
- Left-overs or homemade meals
- Dips
- Lean meats

All student drink bottles should contain WATER ONLY.

Please refrain from sending any of the following items in lunchboxes:
- Packets of chips or other types such as Twisties etc.
- Chocolate – in any form (bars, cakes, biscuits)
- Juice boxes or cordials
- Flavoured milk
- Nut products (including Nutella, bags of nuts or nut bars)

We would appreciate it if all treats were saved for after the College day or at home, so the students can see the benefits of these initiatives.

* Please ensure that if your child has special dietary requirements the necessary staff are aware of this.
Hat
We encourage hats to be kept at the College in your child's pigeon hole. We will send your child's hat home at the end of each term for washing. If you wish to take it home to be cleaned, then please ensure your child's hat is returned the next Pre-Primary day.

Clearly label all uniforms with your child's name. Hats will not be shared. Hats must be worn during all outdoor activities, including Physical Education lessons. During the summer months, please apply sunscreen to your child's arms, legs and face before they arrive at the College. We are a Sun Smart College and have a 'No Hat, No Sun' policy.

Clothing
Pre-Primary can get messy and although all precautions are taken to avoid students getting their clothes dirty they still may get covered in playdough, paint and all types of goo! If your child comes home with paint on their clothing it can be best removed by first soaking in COLD water overnight, then rubbing with a soap bar and continue washing as normal. Hot water will result in a permanent stain.

Please ensure there is always a labelled, seasonally appropriate spare set of clothes in your child's bag. Students are permitted to take their shoes off in Pre-Primary. Bare feet in the outdoor and indoor learning environments enhance movement, posture and sensory development.

We look forward to sharing this year with you and your children and creating an environment where children will experience 'Joy in Learning' as they will be encouraged to 'have a go'!

Uniform
Pre-Primary students are required to wear predominately white sport shoes and the College Sport Uniform each day. Students are not permitted to wear long sleeve shirts under their College shirt.

On Wednesday of each week, students wear their House Shirts.

Personal Items and Toys
No toys or treasured items are to be brought in to the College, unless asked by the teacher to avoid the distress of loss or damage.

Birthdays
Parents are advised not to send in any treats or party favours on their child's birthday. Rest assured we will certainly celebrate them and their special day in the classroom. In this way, families are released of the cost of providing items for the whole class which can be an unnecessary cost and not affordable for all families.
Behaviour Management

Positive Classroom Environment

The teacher will foster a positive class environment, which will encourage children’s learning in the following ways:

1. Building positive relationships with children and amongst children.
3. Listening effectively.
4. Responding in ways that enhance positive feelings of self worth in the children.
5. Establishing classroom responsibilities with the children.

Managing Student Behaviour

In the event that a child’s behaviour is disruptive and needs correcting, the following steps will be taken by the teacher:

1. Redirect the child, reminding the child, in positive terms the expected behaviour.
2. A “cooling off” period may be needed so the child can calm down and reflect on their choices.
3. We implement and integrate the ‘Fruits of the Holy Spirit’ within the classroom and the playground.
4. Contact with the parent may be made if necessary.
Religious Education

Religious Education follows the Perth Archdiocese Religious Education Units of Work. This program is to promote understanding of Christian beliefs and practices. Religious Education is taught in a context with the same systematic demands and rigour as any other learning area. Teachers will plan and provide quality programs, environments and pedagogical practices to raise the religious awareness of their students.

The Religious Education units contain learning experiences that will foster an understanding of all the fundamental Catholic beliefs and values. All students learn about the Sacraments, Prayer and the Word of God at an age-appropriate level. At St John Bosco College we are building upon the example of how Jesus lived using ‘The Fruits of the Holy Spirit’.

St John Bosco College works closely with the St Francis Xavier Parish in Hilbert.
Washing Roster

Your child will bring home the washing as per a roster, which will include aprons and towels. Please wash and return the laundry on the next Pre-Primary day.

Literacy

Students will be immersed in a rich oral language program along with exposure to quality literature. The program will assist students to explore a variety of opportunities that lay the foundation for early literacy development. Through play and direct instruction, our programs are directed by both the Early Years Learning Framework [EYLF] and the Western Australian Curriculum. We will continue to build on the letter sound knowledge learnt in Kindergarten. We will learn to segment words and blend letters together to make simple words. Through songs and activities, we will build up a bank of sight words and we will begin to read simple texts. Students will have fun with simple writing tasks that develop confidence and a willingness to ‘have a go’.

Handwriting

The NSW Foundation font will be used throughout the College. A copy of this font will be in a handout for you. Please reinforce these letter and number formations when writing with your child at home.
Numeracy

Many fundamental mathematical skills will be addressed in the Pre-Primary program. Skills include; recognising and writing numbers to twenty and beyond, counting and understanding the concept of one-to-one correspondence, adding small collections along with consolidating our understanding of measurement, shape, colour and pattern.

Purposeful Practice

We believe in students being involved in Purposeful Practice at home where they revise Literacy and Mathematics skills that have been focused on in class in a ‘hands on’ and interactive manner. In Pre-Primary parents are encouraged to share a book with their child each day and play games that will reinforce Literacy and Mathematics concepts.

Note Folder

Each student will be given a Note Folder that will need to come to and from the College every day. Please check these every night for any notes that may come home as well. To help build independence, remind your child to place their Note Folder in their bag each day.

Reading Folder

When your child is ready, they will be given a reading folder. Please bring these back on Fridays so they can be swapped for Monday.

Technology

Pre-Primary will have access to iPads and the Apple TV in class to support learning across all the curriculum areas. We look forward to using these in our learning and teaching programs in new and exciting ways!

Assessment

Assessment is fair, ongoing and educative. It is an integral part of the teaching and learning and enables the teacher to make decisions about subsequent learning and to document student achievements.

Students will be assessed with a variety of formal and informal assessment tools as well as, opportunities for self and peer assessment. Staff will aim to provide feedback to both students and parents/guardians in a timely manner throughout the year. All students who are identified as ‘at risk’ are placed on an adjustment plan.
Seesaw

All students will be using an App called Seesaw. This program empowers students to independently document their learning by uploading photos, videos, drawings, text, PDFs, and links. It also gives families an immediate and personalised window into their child’s learning each day. Seesaw is also a very important communication tool between teachers and parents. Please ensure you check Seesaw daily to ensure you do not miss important information.

Communication

Communication is a vital part of your child’s education. It is important that parents and teachers maintain regular and open dialogue about the educational and social needs of your child. We encourage you to make an appointment to discuss progress or any concerns regarding your child throughout the year. Any issues or confidential information should not be discussed in front of the child or other families. A respectful demeanour is encouraged at all times. Parent interviews will be held throughout the year as needed. We will make time to meet with each parent on more than one occasion throughout the year. Email is usually the most effective way of contacting your child’s classroom teacher.

Please understand that teachers have time constraints during the College day and that issues or concerns are best dealt with when uninterrupted time and attention can be given to them. Therefore parents and guardians should allow time for a reply to any communication.

Pre-Primary Purple:
claudia.rocha@cewa.edu.au

Pre-Primary Teal:
laura.oorschot@cewa.edu.au
CONTACT US

PRINCIPAL
Mr Kevin Sheehy
kevin.sheehy@cewa.edu.au

DEAN OF STUDENTS (PRE-KINDERGARTEN - YEAR 2)
Mrs Renee Lea
renee.lea@cewa.edu.au

DEAN OF STUDENTS (YEAR 3 - YEAR 6)
Miss Chrsystal Leavers
chrystal.leavers@cewa.edu.au

DEAN OF STUDENTS (YEAR 7 - YEAR 9)
Mrs Michelle O’Neill
michelle.oneill@cewa.edu.au

DEAN OF STUDENTS (YEAR 10 - YEAR 12)
Miss Miranda Dempsey
miranda.dempsey@cewa.edu.au

DEAN OF BUSINESS
Mr Tommy Ting
tommy.ting@cewa.edu.au

DEAN OF FINANCE
Mrs Trish Daniels
patricia.daniels@cewa.edu.au

COLLEGE DEVELOPMENT COORDINATOR
Mrs Maggie Burton
maggie.burton@cewa.edu.au

STUDENT LEARNING SUPPORT COORDINATOR
Ms Margaret Crommy
margaret.crommy@cewa.edu.au

ST JOHN BOSCO COLLEGE
170 MONTICELLO PARKWAY
PIARA WATERS WA 6112

Telephone: (08) 9234 9600
Email: enrolment@stjohnbosco.wa.edu.au

web.stjohnbosco.wa.edu.au