

St Joseph's School Timaru



2018



50 Kelvin Street
Timaru

Telephone (03) 688 1376

Email principal@stjosephstimaru.school.nz

Website www.stjoetim.school.nz

Enter to Learn – Live to Serve

CORE BELIEFS

At St Joseph's we acknowledge that Catholic education is part of a life-long process leading to a full and rewarding life.

We believe this will be achieved by –

- fostering faith, hope and love
- promoting the dignity of each person within a caring community
- creating a positive learning environment
- helping individuals reach their potential
- encouraging interaction involving family, school, parish and the wider community
- striving for excellence and celebrating success

Dear Parents/Caregivers

Welcome to **St Joseph's School**

If you are a new parent to St Joseph's, this book provides information on routines and traditions at St Joseph's.

If you have received an information booklet in past years, please read this copy carefully as changes have been made.

The purpose of this booklet is to inform you of various matters that affect your child.

Welcome to St Joseph's School

 <p><i>Our Mission</i></p>	<p>Enter to Learn – Live to Serve</p>
 <p><i>Our Charism</i></p>	<p>Living out the Gospel Values of</p> <p>Service – Compassion – Concern for the Needy</p> <p>Respect – Justice – Hospitality</p>
<p><i>Our Vision</i></p>	<p>At St Joseph's School we acknowledge that Catholic Education, centred on a daily encounter with Jesus; is part of a life-long process leading to a full and rewarding life.</p>
<p><i>Core Beliefs</i></p>	<p>We will</p> <ul style="list-style-type: none">• witness to and base our relationships on Jesus• foster faith, hope and love• promote the dignity of each person within a caring community• encourage innovation, curiosity and enterprise• help individuals reach their potential• encourage interaction between family, school, parish and the wider community• strive for excellence and celebrate success

PRINCIPAL'S WELCOME



St Joseph's School is an integrated Catholic Primary School for girls and boys from Year 1 to Year 8 providing a comprehensive learning environment that offers Catholic Education with a special character.

Our school motto, "*Enter to Learn, Live to Serve*" encourages us to be people of hope, to step out, to face challenge, to live to serve, bringing about change in the world.

We are proud of the programmes and opportunities we provide.

In the junior school we run an exciting PMP (Perceptual Motor programme) which helps develop students' physical motor skills that provide the foundations necessary for success in their early school years and a happy transition to school.

Our senior school '*Leadership Programme*' has resulted in a significant number of our students going on to become leaders at High School. Every student is supported to take on leadership responsibilities.

At St Joseph's School we take pride in its strong Catholic Character, excellent academic standards, fine sporting achievements and its growing sustainable environment.

We believe that the best way to find out about a school is to spend time there, so we warmly invite you to visit us and see if our school is the right place for your child.

Carmel Brosnahan-Pye
Principal



STAFF 2018



Principal	Mrs Carmel Brosnahan-Pye
Director of Religious Studies	Mrs Trish McCambridge
Office Administrator	Mrs Angela O'Reilly
Room 1	Mrs Megan Cahill
Room 2	Mrs Sarah Stuart / Mrs Diana Young
Room 3	Mrs Shirlene Nossiter / Mrs Rachel Prue-Hannan
Room 4	Mrs Trish McCambridge <i>Papatuanuku Syndicate Leader</i>
Room 5	Mr James McCarthy
Room 6	Mrs Cath Moore / Mrs Adrienne Oldfield
Room 7	Mrs Stephanie Johnson
Room 8	Mrs Amanda O'Brien <i>Ranginui Syndicate Leader</i>
Room 9	Mrs Sophie Richardson
Release Teacher Rooms 1, 2 & 3	Mrs Tracy Walden
Release Teacher Room 4	Mrs Sharon Reid
Release Teacher Rooms 5, 6 & 7	Mrs Ali Talbot
Learning Support Teacher Aides	Mrs Stephanie Batchelor Mrs Amanda Blaikie Ms Susan Caird Mrs Tracy Gallagher
Reading Recovery	Mrs Shirlene Nossiter
Librarian & Sports Coordinator	Mrs Alison Talbot
Computer Technician	Mr Bob Cross
Property Manager	Mr Richard Hannan

BOARD OF TRUSTEES

	Phone
Carmel Brosnahan-Pye (Principal)	688 4057
Fr Joaquin Camano	022 6449751
Pam Allan	684 5667
Glenn Black	684 7505
Melanie Fauth	688 3251
Frazer Munro	2646014
Tracey Gallagher	686 2562
Andrew Laming	686 3371
Amanda O'Brien (Staff Representative)	021 753538
Katrina Stanley	2646111
Jamie Sugrue	688 0924

SCHOOL COMMUNITY GROUP

The School Community Group is a group of interested parents who meet at 7.30 pm on the first Wednesday of each month.

It has 3 functions: To foster goodwill through organising social events that bring school and community together
To undertake fundraising
To assist staff in mounting parent education classes as the need arises.

All parents are encouraged to take part and are welcome at the meetings which are advertised in the school newsletter.

The Annual General Meeting is held in March.

The present School Community Group office holders are:

		Phone
Anna Bridson	(Co-President)	021 336229
Rebecca Fennessy	(Co-President)	021 633075
Claire Hamilton	(Secretary)	027 3071442
Michelle Laming	(Treasurer)	027 2129292

HISTORY OF ST JOSEPH'S SCHOOL

St Joseph's School was first established on a June Street site on 13 February 1939. Infant to Form 2 girls and Infant to Standard 2 boys were taught by the Sisters of Mercy. At Standard 3 the boys crossed town to attend the Marist Brothers School. Over the years the boys leaving class rose to Standard 4.

On 3 February 1958 the Sisters of Mercy opened another school, St Mary's on Kelvin Street catering for students at the same age.

About 10 years later the Sisters suggested combining the two schools but having the junior students taught at Kelvin Street and the senior students at June Street.

Regardless of opposition, the change took effect in 1970. The schools becoming known as St Joseph's Senior and St Joseph's Junior.

Some years later a committee was formed to investigate Catholic educational facilities in Timaru. As a result it was finally agreed to have two full primary schools in Timaru combining Marist and Sacred Heart schools for South Timaru and St Joseph's Junior and Senior schools for North Timaru. The Kelvin Street site was selected. New buildings were completed for the beginning of 1984 and the school became St Joseph's.

The new school caters for boys and girls from New Entrants to Year 8.

The school was integrated into the State system on 30 March 1983.

Over the years the number of Sisters of Mercy teaching in the school declined. The appointment of a Lay Principal and a totally Lay staff occurred in 1993.

The school is part of the Timaru Parish and is involved in activities linked to St Thomas' Church on Mountainview Road.

ABSENCES

If your child is unable to attend school any day, please leave a message, giving a reason for the absence on the answer phone (688 1376) before 9.00 am.

It is important that you let the school know the reason for your child's absence for each day they are absent, even if you have rung the previous day. A text will be sent if a child is absent and no message has been received.

ANCILLARY SERVICES

DENTAL CLINIC

The mobile dental clinic visits the school once a year. If you have any concerns at other times during the year you can phone the Timaru Dental Service ☎ 688-3504

PUBLIC HEALTH NURSE

Our Health Nurse is Mrs Jane Pierce. She visits school regularly - usually every second Thursday. Hearing and eyesight tests are carried out by the Public Health Services on all 5 year old students and others as needed. All 5 year olds have a health check before school entry. The Nurse is available to discuss and advise on children's health with parents. She can be contacted on 687-2320 extension 5.

Learning Support South Canterbury (Ministry of Education)

This service is available to both school and parents. It provides assistance with assessing students' ability, and advising on any other problems affecting students' progress and behaviour at school or home including speech and language problems. A teacher may refer a student to this service with parents' permission. Learning Support South Canterbury is located at Oceanview Heights School.

READING RECOVERY

At present our school is involved in the reading recovery programme for students aged 5.09 to 7.00. Strict criteria is used to select students most in need.

The programme requires home support. It is aimed at students who have fallen behind their peers in regard to reading. One on one instruction is given daily.

SCHOLASTIC BOOK CLUB

Once or twice a term, families have the opportunity to order books. Please ensure the correct money and order form are returned to school in an envelope that can be "posted" in the box located in the office foyer.

Cheques should be made payable to **Scholastic New Zealand.**

ASSEMBLIES

A full school assembly is held each Friday at 2.00 pm in the School Hall. Each class takes turns having responsibility for the assembly or Paraliturgy preparation. Parents are most welcome to attend.

ATTENDANCE DUES

All Catholic schools charge Attendance Dues which are a legally binding charge on all parents and caregivers who have enrolled their children at a Catholic school. This is payable, unless in special circumstances, the charge has been waived by the Proprietor of the school for specific issues associated with a family.

In the Christchurch Diocese the Attendance Due charge is \$67.50 per term for each student. The account is sent out early at the beginning of each term, from the parish, and should be paid to the parish.

Families will receive an account each term from the Parish Office. Payment is made to the Parish Office at 12 Mountainview Road, Timaru. Arrangements can be made for these to be paid by direct debit or in instalments by telephoning 686-2010.

Cheques should be made payable to the **Holy Family Catholic Parish of Timaru.**

Attendance Dues are authorised under the Private Schools Conditional Integration Act and are used to pay for costs associated with the land and buildings for the Catholic Primary Schools in the Diocese.

At the same time as the first term's Attendance Dues account is sent out, the Catholic Education Office requests parents and caregivers to pay a contribution for Religious Education costs. This contribution, which is a donation, is set at \$20.00 per student per year, which will be collected each term. This money is used to assist the Catholic Education Office in their advisory work for Catholic primary schools throughout the Catholic Diocese of Christchurch.

Where a parent has four or more students at a Catholic primary school their attendance dues invoice will be for three students only, i.e. the fourth student, and any further students, will not be charged for attendance dues.

\$50.00	per term per student (not tax deductible)
\$10.00	Religious Education Contribution (tax deductible)
<u>\$ 7.50</u>	GST content on attendance dues
\$67.50	

If there is any hardship in paying the attendance dues, families can contact the Parish priest to make alternative arrangements. It is Parish policy that if no alternative arrangements have been made with the Parish priest for the payment of attendance dues, the matter will be placed into the hands of a debt collector.

As the school is an integral part of the Parish community, all families are automatically included in the Parish roll.

Note: Privacy Information

At the time of enrolment, the preference/non preference form contains the following statement: "I/we acknowledge that by signing this form the information contained herein may be held, used and disclosed to:

- a) the Board of Trustees for the time being of the above school
- b) the Parish Priest of the above school
- c) the Parish Priest who signed this Preference/Non-preference form
- d) any other person or organisation involved with the administration of Catholic schools for any lawful purpose arising out of the Private Schools Conditional Integration Act 1975."



Holy Family Parish
12 Mountain View Road
TIMARU 7910
Ph: 686-2010

parishpriest@holyfamilytimaru.org.nz
accounts@holyfamilytimaru.org.nz

12 February 2018

Dear Parents - of Sacred Heart School and St Joseph's School, Timaru

Welcome to the 2018 school year.

I express my appreciation to the parents who pay their Attendance Dues and Special Character Contribution in full, on or before the due date, or make regular payments in order to ensure the same result.

Over the past couple of years, the Parish has made a concerted effort to collect unpaid Attendance Dues & Special character Contributions. Towards the end of 2017, Ray Healey, the Diocesan Agent, to oversee payment of Attendance Dues, contacted the families who were in arrears. Thankfully this resulted in a positive response.

I once again remind you - as explained at the interview when you signed your Preference Certificate - the Attendance Dues are forwarded to the Diocese to pay for capital works, school insurance and for payment to the Crown to repay loans that were undertaken for upgrading our Catholic Schools. The Special Character Contribution helps the administration of the Catholic Education Office that oversees the administration of Diocesan Schools and provision of Teacher Advisors.

The Parish is required to forward to the Diocese, each term, the full amount of Attendance dues and Special Character Contributions, whether they have been received or not.

Families who fail to pay their account place a financial burden on the Parish finances.

For families to find it easier - payment may be made by internet banking or by automatic payment, the bank number is on the invoice.

As I mentioned in a previous letter, the Attendance Dues within the Diocese have increased by \$5.00 +GST this year. The reason for the increase is to cover an accumulated deficit due to insurance premiums. The Special Character Contribution remains the same.

- The Attendance Dues are \$57.50 (inclusive of GST per child per term.
Annual total = \$230.00
- Special Character Contributions are \$10.00 (GST exempt) per child per term.
Annual total = \$40.00

A total of \$67.50 and over the calendar year this works out as \$5.20 per week.
If you have concerns about payments, then please contact me.

Yours faithfully

(Fr) Brian Fennessy
PARISH PRIEST

BEHAVIOUR

At St Joseph's School the focus is on the need to – build relationships, build respect, and encourage behaviour awareness through using the principles of Restorative Justice practices. Restorative Justice strategies emphasise finding positive negotiated solutions which provide students with the opportunity to reflect on and take responsibility for, their behaviour.

Good manners, cooperation, consideration of others, use of appropriate language, care for belongings, school property and equipment are expected.

The school has a set of procedures relating to student discipline to follow when behaviour is unsatisfactory.

Good playground behaviour is acknowledged at each week's assembly.

BELL TIMES

8.30 am	Students may enter grounds and buildings
8.55 am	Morning class begins
10.40 am – 11.00 am	Interval
12.30 pm - 1.30 pm	Lunch
3.00 pm	Classes finish

BICYCLES

The Traffic Safety division of the Police recommend that students under the age of 10 should **not** bike to school.

All students biking must wear a helmet. Visibility vests are recommended.

Parents are responsible for seeing that their children are responsible road users and that bicycles are legal and safe.

BUDDY PROGRAMME

At various times in the year a buddy system is put in place whereby senior students take some responsibility for pairing up with junior school students and assisting them with aspects of their school work.

CURRICULUM

Central to the St Joseph's Catholic School Curriculum is our school motto "*Enter to Learn, Live to Serve*", and the core beliefs that support this. The St Joseph's School Curriculum is underpinned by and consistent with the principles of the New Zealand Curriculum, encourages and models values which are based on gospel values and supports students to develop the key competencies of Thinking, Using Language Symbols & Texts, Managing Self, Relating to Others and Participating and Contributing. The school provides programmes in RE, English, Mathematics & Statistics, PE, Science, Social Sciences, The Arts, and Technology. The curriculum is delivered with a focus on RE, Literacy & Numeracy supported with a programme of Integrated Studies.

EDUCATIONAL VISITS

From time to time a teacher may plan a trip away from the school so that the students learn, from first-hand experiences, more about a particular topic they have been studying. Parents will always be informed of these prior to the day and may sometimes be asked to assist with supervision on these trips. At the beginning of each year or at enrolment, a Health and Contact Details form with permission for these trips is sent out to all parents. We use this information to plan for any student needs.

ENROLMENTS

Prior to enrolment, parents are asked to contact the school office for information on obtaining a Preference or Non-Preference Consent Form. An appointment will be made with the Preference Panel to discuss and sign the preference form. A copy of your child's Baptism Certificate will be needed for this, or the parent's Baptism Certificate if the child is not baptised. An appointment with the Principal can then be made. Please bring the student's birth certificate to this appointment with the Consent Form.

Other information required includes:

Home address, telephone number, family doctor, emergency contact numbers, details of relevant health problems and immunisation status.

EVENTS

As part of the school programme, students will participate in a number of activities during the school year. Masses, Paraliturgies, swimming, cross- country running, athletics, netball, rugby, soccer, hockey, mini-ball, choir items, ukulele, dancing, speech and other cultural activities. A year calendar is included with this information, indicating in which term these events are usually scheduled.

You will be informed in newsletters when these activities are to be held. As a school we welcome all parents, grandparents and friends of the school to come along and join us on these occasions.

GAFE (Google Apps for Education)

Year 2-8 students all have a GAFE account within the school domain stjosephstimaru.school.nz. This gives students access to google docs, slides, spreadsheets and more. Teachers can access student work and interact with students in real time. All Year 2-8 classes have access to 10 Chromebooks and students are encouraged to bring their own devices. It works best when these devices have a keyboard and screen large enough to access their google accounts easily. Teachers will share student's account information with parents at the parent meetings at the start of the year. In the New Entrant - Year 1 class, students have access to mini iPads and use these to reinforce learning.

HEALTH

Parents need to notify the school if a student has a serious or chronic medical condition e.g. asthma, diabetes, allergies, with the procedures to be followed and medication, if any, to be held and administered at school.

If a student becomes ill or has an accident at school, parents (or emergency contact) are notified to come and collect their child. In an emergency an ambulance would be called without delay. Staff are trained in First Aid.

The Smoke Free Environment Act now requires all schools to be entirely "smoke-free". This applies not only to buildings but also to the school grounds.

The school is an accredited SunSmart School.

HOLIDAYS AND ST JOSEPH'S SCHOOL TERMS 2018

Term 1	Wednesday 31 January	to	Friday 13 April
Term 2	Monday 30 April	to	Friday 6 July
Term 3	Monday 23 July	to	Friday 28 September
Term 4	Monday 15 October	to	Tuesday 18 December

ADDITIONAL HOLIDAYS

Schools will be closed in 2018 on Saturdays and Sundays and on the following holidays:

Waitangi Day	Tuesday 6 February	Term 1
Good Friday	Friday 30 March	Term 1
Easter Monday	Monday 2 April	Term 1
Easter Tuesday	Tuesday 3 April	Term 1
ANZAC Day	Wednesday 25 April	Within school holidays
Queen's Birthday	Monday 4 June	Term 2
SC Anniversary Day	Monday 24 September	Term 3
Labour Day	Monday 22 October	Term 4

HOLIDAYS AND ST JOSEPH'S SCHOOL TERMS 2019 - to be confirmed

Term 1	Wednesday 30 January	to	Friday 12 April
Term 2	Monday 29 April	to	Friday 5 July
Term 3	Monday 22 July	to	Friday 27 September
Term 4	Monday 14 October	to	<i>To be advised</i>

ADDITIONAL HOLIDAYS

Schools will be closed in 2019 on Saturdays and Sundays and on the following holidays:

Waitangi Day	Wednesday 6 February	Term 1
Good Friday	Friday 19 April	Within school holidays
Easter Monday	Monday 22 April	Within school holidays
Easter Tuesday	Tuesday 23 April	Within school holidays
ANZAC Day	Thursday 25 April	Within school holidays
Queen's Birthday	Monday 3 June	Term 2
SC Anniversary Day	Monday 23 September	Term 3
Labour Day	Monday 28 October	Term 4

HOMEWORK

This will vary with different teachers and with classes of different levels. This is a link to the [Homework Procedure](#)

Parents can help by taking a general interest in what their children are doing.

Information on each class expectations are outlined at the beginning of each year . If your child starts school during the year, ask the class teacher for information on the class expectations and routines.

INTERVIEWS AND REPORTS

Early in the year the school will hold parent orientation evenings where you will be informed of classroom programmes and discuss matters with the teacher. This is an important event to attend as teachers explain class routines and outline their programmes.

Samples of students' work is regularly sent home for parent feedback.

Parents can also access student's work via their student's GAFE account (Google Apps For Education). At the start of the year, teachers share student logins and passwords so that parents can access their own child's accounts.

Written reports are sent out electronically once a year, and every student has a learning conference in the middle of the year where their progress is reported on and their learning conference plan is shared with parents.

Parents are welcome to discuss matters of mutual concern but please make an appointment with the teacher concerned as teachers often have work preparation and meeting commitments both before and after school. If you can't come into school email is a good way to set up a meeting time with teachers.

LEAVING SCHOOL GROUNDS

In the interest of student safety and welfare, students are not allowed to leave the school grounds during the school day without permission.

If your child is to regularly go home for lunch, please send a note explaining this to the class teacher.

If your child is required to leave school during the day please advise the school office or the teacher.

Students leaving the school grounds on school business will always be at least, in pairs.

MEDICINES

If at any time your child is on any form of medication, please keep the school fully informed.

The school has a procedure that requires parents to complete a form giving approval for staff to administer medication that has been prescribed by a G.P. or specialist.

The form can be obtained from the school office.

NEWSLETTERS

We inform parents on school matters through fortnightly school newsletters. The newsletter is available every 2nd Thursday on the website www.stjoetim.school.nz . You can expect to receive a text and email when the newsletter is uploaded to the website on the day of publication.

If you do not have access to the internet, spare copies are available at the office. A copy will also be on display in the school notice board.

ORGANISATION

The Principal is the professional and administrative leader of the school, supported by the Learning Leaders. The school is divided into two syndicates under the leadership of a senior teacher designated as a learning leader who is responsible for the teaching and learning in the syndicate.

Within the school, a variety of co-operative planning and teaching techniques are used.

OUTDOOR EDUCATION

During their time at school students will have many opportunities to experience education outside the classroom. A comprehensive procedure and schedule of events is in place.

Apart from school visits to places of interest to enhance the curriculum, skills in outdoor living are also developed. Safety issues are always a priority in planning. Budgets are carefully prepared so that costs are kept to a minimum and built into the parent contribution.

PARKING / ROAD SAFETY

Please follow the parking instructions on the signs outside the school gate. While parking can be an issue close to the school, student safety must come first. You can help by using the controlled crossing, ensuring students enter your car from the footpath side of the car, if possible park on the school side of the street, do not double park or stop on the yellow lines, avoid making U-turns and be patient! Please also be mindful that the disabled carpark is kept free for those that need to use it.

PARENT CONTRIBUTIONS

We wish to provide as many opportunities for your children while they are attending St Joseph's School. Some activities can happen only if they are funded by fundraising or directly from families.

St Joseph's School has consolidated all the various activities held during the year into one activity contribution amount for parents. Included in this amount are – transport costs for trips, visiting performers' shows, outdoor activities i.e. camps/skating etc. and contributions towards the RE digital resource, technology fees for Years 7 & 8; the student licence fee for the Learning Management System and other activities during the year.

Parents can pay this amount in full early in the year and receive a **5% discount** or pay it fortnightly/monthly or by term as circumstances allow. The intention is that parents will not be asked to send small amounts of money for various activities during the year.

Some things such as Sports subscriptions, Mufti Days and fundraising activities are not included.

The costs for 2018 are –

Room 1 - 2	\$105	or \$26.25 per term
Room 3	\$150	or \$37.50 per term
Room 4	\$200	or \$50.00 per term
Room 5 (Year 3)	\$200	or \$50.00 per term
Room 5 (Year 4)	\$295	or \$73.75 per term
Room 6	\$360	or \$90.00 per term
Room 7	\$360	or \$90.00 per term
Room 9 (Year 6)	\$390	or \$97.50 per term
Room 9 (Year 7)	\$490	or \$122.50 per term
Room 8	\$500	or \$125.00 per term

PARENT HELP

Parent helpers are always welcome at school.

Each term a form is sent home requesting assistance for such things as reading, story writing and related activities, maths etc. If you have not received the form, ask your child's teacher. Assistance is often requested for help in the library, coaching and transport of sports teams etc. For further information, contact your child's teacher.

PEER MEDIATION

Peer mediation encourages social skills by helping students learn better ways of managing conflict.

Students are trained to listen to one another in order to solve their conflicts positively. This means that students in the conflict may solve the problem based on a clear understanding of the problem and their needs and through the generation of ideas, which can help them to meet these needs. By doing this students are taking ownership of their problem and generating their own solutions. Restorative Justice practices are followed.

Selected senior students are trained and facilitate this process under the guidance of teachers. At intervals and lunch break they are clearly visible to all in the play area.

PRE-ENTRY VISITS

The New Entrant school visits are on Thursdays from 8.55 am to 1.30 pm. with three or four school visits prior to school entry. Parents are welcome to stay. An email will inform parents as to when their child's pre-entry visits will begin. An outline of the day and what your child can expect during the visit is included in the "*Preparation for School Booklet*" which you will receive at the start of pre-entry visits.

RELIGIOUS EDUCATION

Religious Education is an integral part of our school.

A newsletter will come home once a term to keep you informed of the focus within the classroom programmes. It includes other information specific to the Catholic Special Character of our school.

Prayer is an essential part of our day and the various forms of prayer are experienced i.e. spontaneous, formal, scripture based, quiet reflection time.

In Terms 2 and 3 the school joins with the Parish on a Sunday to share in the celebration of Mass. As we are part of the Parish the expectation is that all students attend with their families if possible.

Assemblies, on a Friday, begin with prayer. Paraliturgies (prayer services) are either led by a syndicate or are a whole school focus. Notification of these is in the R.E. newsletter. These are held in our School Hall. A warm welcome is extended to parents to share these times with their children.

The students join with the Parish during the year to celebrate the Mass. On special days e.g. Ash Wednesday and The Assumption, the middle and senior syndicates attend Mass at 9:00 a.m. in St Thomas' Church.

SACRAMENTAL PROGRAMMES

Programmes are Parish based. Our Religious Education Programme provides important background for children that relates to Reconciliation and Eucharist. Details regarding preparation classes for First Reconciliation, First Communion and Confirmation, are included in the Parish Bulletin which is provided each Sunday at Mass.

SUN PROTECTION PROCEDURE

To ensure that students are protected as much as possible from skin damage caused by harmful sun rays, the school has adopted the procedure that during Terms 1 and 4 the regulation school sun hat must be worn at interval times. Those without hats will remain in the shade areas.

Each classroom also has a small supply of a SPF30 broad spectrum, water resistant sunscreen. Parents and staff are encouraged to act as role models and practice sun protective behaviours as well.

SPORTS

Through a regular P.E. programme, skills for sport are developed right from Year 1. For the older students (Rooms 6-9) the school takes part in interschool sports involving many different sports. There are organised events such as triathlon, swimming gymnastics, athletics and cross country. At present we also have out of school times teams playing in basketball, hockey and netball. Fair Play and enjoyment is always emphasised. Parent help is often needed and very much appreciated.

SWIMMING

All Year 3-6 students take part in the Swim to Survive programme at CBay. The goal of the South Canterbury Swim for Life initiative is to ensure that primary school students develop the fundamental swim and survive skills to be safe in, on and around water. Schools involved in the South Canterbury Swim for Life initiative will receive a minimum standard of –

- 10 lessons of 30 minutes duration per year, through Years 3 to 6;
- quality instruction and exposure to a fundamental swim and survive programme;
- instruction in the new Caroline Bay Trust Aoraki Centre;
- teacher professional development to provide quality swim and survive education delivered through Swimming NZ.

When the programme is being delivered, the students travel to and from CBay by bus.

TECHNOLOGY: Year 7 & 8

All Year 7 and 8 students attend Roncalli College on Wednesday afternoons. Bus transport is provided. Parents are responsible to see that material fees are paid when requested. An annual technology fee is also charged, this is incorporated into the Parent Contribution invoice.

THROW-AWAY WASTE MATERIALS

The school can make good use of many items commonly regarded as "junk". In junior classes good use can be made of the following items:

Scraps of wool, material, string, coloured paper, cotton, lace, ribbon, cotton wool, felt, silver paper, newspaper, fur, furnishing fabrics.

Pieces of sheets, cotton and/or woollen material.

Packets of old seeds, apricot stones, feathers, small shells, wood shavings.

Matchboxes, cotton reels, buttons. Pieces of wire (electrical), ends of electrical tape, fine wire.

Plastic containers (ensure that bleach containers are well washed).

Toothpaste tube caps, plastic bottle caps, plastic cosmetic containers and bottles.

Grocery packets, boxes, pill/shoe/stocking/chocolate boxes. plastic envelopes, shirt boxes and packets, cardboard boxes of all sizes, small tins - flat and cylindrical.

Tops from work socks for making toys - pantyhose for stuffing.

Scraps of carpet, lino, lino tiles, contact, wallpaper.

Old curtains, tablecloths, dressing up clothes, scarves.

Off-cuts of timber, plywood, meat-skewers, doweling.

Paint, enamel - odd leftover amounts of bright colours.

Brown paper, paper packets, newsprint, card, corrugated card, cardboard rolls (toilet roll centres **ARE NOT** suitable for health reasons).

Men's shirts - suitable for painting smocks. Old towels and other materials suitable for dusters and floor cloths.

Magazines with pictures suitable for children.

Calendar pictures, cereal packet pictures, advertising catalogues.

Large cartons suitable for storing "junk" material.

UNIFORM

GIRLS' WINTER

School Tunic
School Skirt (Year 7 & 8 only)
White Blouse - long sleeve
Optional White Skivvy
Maroon jersey
White ankle socks or
Navy blue tights
Brown or black shoes

GIRLS' SUMMER

School Tunic
School Skirt (Year 7 & 8 only)
White Blouse - short sleeve
Maroon jersey
White ankle socks or no socks with sandals
Brown or black shoes

BOYS' WINTER

Grey polo shirt - long sleeve
Grey shorts
Maroon jersey
Grey socks with maroon and blue bands
Brown or black shoes

BOYS' SUMMER

Grey polo shirt - short sleeve
Grey shorts
Maroon jersey
Grey socks with maroon and blue bands or
no socks with sandals
Brown or black shoes

School Jersey may be hand knitted
Wool - Cleckheaton Country 8 ply Colour 0018 (Burgundy)

New tunics, jerseys and school socks can be purchased from the School Community Group. Uniform sales personnel will be available in the Art Room, off the Junior School Foyer entrance, on a Friday morning at 8.30 am for any uniform requirements.

Other uniform items can be purchased at The Warehouse or Camerons.
Second hand uniforms can be sourced from www.uniformme.co.nz

PHYSICAL EDUCATION AND SPORTS UNIFORM

Powder blue polo shirt with St Joseph's monogram (available through School

Uniform Me 

Community Group)
Navy blue shorts (available from The Warehouse)
White socks (when representing the school)
Sneakers

Sneakers are only for sports activities and are not to be worn as part of the uniform. Uniforms are provided by the school for team winter sports for classes Year 5 -8.

On sports days the PE and Sports Uniform is required by all students, unless a supervisory teacher requests other more appropriate clothing - e.g. rugby jerseys, netball skirts.

**Please see uniform sales personnel on a Friday morning at 8.30 am
if wishing to purchasing sports uniforms.**

CYCLE HELMETS

These are to be worn when cycling to and from school, and within school hours to sport or cultural events.

JEWELLERY

The only jewellery accepted at school will be:

Medical alert bracelets
Watches
Ear studs

HAIR

Natural coloured neat hair
Below the collar hair needs to be tied up.
Hair accessories need to be school colours. An excellent source is
[*Hair Princess*](#)

MAKEUP AND NAIL POLISH

Make up, nail polish and coloured zinc are not permitted.

SUN HATS

Sunhats and sunscreen are compulsory for the summer months, no hat - no play is in place.

A reminder that only the official school hat is to be worn, a Royal Blue Floppy Hat that is available from the uniform shop or The Warehouse.

WALKING SCHOOL BUS

The school has two walking school buses in operation. If you have any questions, Mrs Diana Young in Room 2 is the co-ordinator. Visibility vests are available from the Principal.

Park Lane Walking School Bus

Parents	Meeting Place	Time of Departure
Diana Young	6 Park Lane	8.00 am
Tracy Gallagher	Morgans/Pages Road Corner	8.20 am

If you have children wishing to join this bus please contact the parents involved then meet at the time and place indicated above.

Walking School Bus Safety Guidelines

1. Have everyone stay within one driveway of the bus.
2. Everyone waits at each road crossing for everyone else to catch up.
3. The group cross the road together.
4. On wet days the students need to find another way to get to school.
5. The bus does not wait for students who are not outside ready to go.

RIGHTS AND RESPONSIBILITIES IN CLASS

1. I have a right to be happy and to be treated with compassion in this room.
(I have a duty not to laugh at others or hurt their feelings).
2. I have a right to be myself in this room.
(I have a duty not to treat others unfairly because they are black or white, fat or thin, tall or short, boy or girl).
3. I have a right to be safe in this room, including through the use of ICT's.
(I have a duty not to hit, kick, push, pinch or hurt others).
4. I have a right to hear and be heard in this room.
(I have a duty not to yell, scream, shout or make loud noises).
5. I have a right to learn about myself in this room.
(I have a duty not to interrupt or punish others for expressing their feelings and opinions).
6. I have a right to learn according to my ability.
(I have a duty not to call others names because of the way they learn).

School Events Calendar - 2018

Term 1

Whole School

Picnic on the Field
Parent Information Visits
Holy Week Liturgies
St Joseph's Day – School Mass

Room 5 - 8 (Year 4-8)

Camps
South Canterbury Triathlon
Milo Cricket
South Canterbury Swimming
Ash Wednesday Mass

Room 1 – 4

Ash Wednesday Liturgy
EOTC Experiences
Room 1-3 Reports for students due

Term 2

Whole School

Cross Country – held with Sacred Heart
Parish & School Mass
Learning Conferences

Room 5 - 8

South Canterbury Cross Country
Spelling Quiz

Term 3

Whole School

Artarama
School Photos
Parish & School Mass

Rooms 1-4

Ice Skating

Room 5 - 8

Ski Trip
South Canterbury Gymnastics
Marist Cup –
Rugby & Netball Tournament with Sacred Heart
Book Quiz
Social Studies Quiz
Speeches

Year 3 – 6

Swim for Life Programme

Year 7-8

Aoraki Maths
CantaMaths
Science Fair

Term 4

Whole School

Athletic Sports
Final School Mass – Friday
Service Day
Reports for students due

Room 5 - 8

South Canterbury Skateboarding
South Canterbury Mountain biking
South Canterbury Athletics

Room 7 - 8

Year 7 Leadership Day
Year 8 Secondary School Entrance Testing

St Joseph's School

LUNCH PRICES - 2018

St Joseph's School
50 Kelvin Street
Timaru



Tuesday - New World Highfield Online
Order online before 9.00 am on Tuesday morning. More details [here](#).

Wednesday - Subway

- six inch sandwich
- a piece of fruit
- a cookie

\$5.00



- twelve inch sandwich
- a piece of fruit
- a cookie

\$9.00

Thursday - Spud Supreme

Baked Potato or Nachos

Choice of 2 fillings

Extra fillings - \$1.00 each

Fillings -

Savoury Mince, Bacon, Creamed Corn, Savoury Tomato Pineapple, Cheese, Sour Cream, Baked Beans, Spaghetti, Coleslaw, Mushrooms, Onions, Chilli Beans.

\$5.00



Gluten Free options are available -

(Please write 'Gluten Free' on your bag)

Savoury Tomato, Mushrooms, Sour Cream, Cheese,

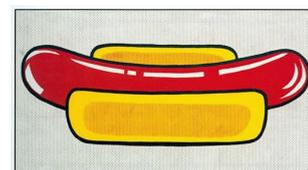
Coleslaw (gluten free mayo), Pineapple, Onions, Creamed Corn, Corn

Chips, Chilli Beans, Baked Beans, Bacon, Savoury Mince, Sweet Chilli Sauce, BBQ Sauce.

- feel free to ring 688-4827 for more details.

Friday - Sav in a Bun (Term 2 & 3)

\$2.00



Please ensure that orders are in by **9.00 am** and that the exact amount is given with your order.