



**Good  
Samaritan**  
CATHOLIC PRIMARY  
SCHOOL



# 2021 FAMILY HANDBOOK

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## SCHOOL VALUES

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The charism of the school provides a constant reminder to our community that just like the Good Samaritan, we too can be a life-giving influence of mercy, compassion, respect, justice and excellence with each person we encounter.

### *Mercy*

We act with kindness and with a heart full of love.

### *Compassion*

We seek to understand the needs of others and are willing to help them.

### *Justice*

We treat everyone fairly, recognising that each individual has both rights and responsibilities.

### *Respect*

We value the sacredness and dignity of each person.

### *Excellence*

We strive to be the very best we can possibly be.





## PARISH PRAYER

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God of mercy and compassion,  
With Our Lady, Mother and Guide,  
We thank you for the many ways You bless our Parish.  
Send us your Spirit to keep us open and responsive to  
the needs of our neighbour,  
And to strengthen us in our journey of faith  
So that your kingdom of justice and love,  
Of happiness and peace,  
May be experienced by all.  
Through Christ our Lord,  
Amen.



## LIVES FULLY LIVED

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At Good Samaritan Catholic Primary School we understand the Gospel truth that we are all called to 'have life and have it abundantly' (Jn 10:10), so our commitment is to the complete development of each child – spiritually, emotionally, socially, intellectually and physically.

Created in the image and likeness of God, each of us is creative, oriented to life and love, and filled with infinite possibility. As such, in each person we can reveal something of God, which provides each person with a unique dignity that deserves unconditional respect.



*Therefore, at the heart of our learning and teaching process is the child and how he or she may come into the fullness of their own unique self.*

Through immersion in a safe, inclusive and positive learning culture at school we seek to lead students to develop awe and wonder about the world and a deeply held sense of personal responsibility for self, others and all creation. Our School's curriculum is designed to be distinctive by the ways in which Gospel values are integrated into all learning areas. Through their learning we seek to encourage the children to act as agents of change and be confident that they can contribute to the greater good.

*Our dream for each child is a life fully lived.*

## CHILD SAFE PRACTICE

Good Samaritan Catholic Primary School has a moral, legal and mission-driven responsibility to create nurturing school environments where children and young people are respected, their voices are heard and they are safe and feel safe.

All adults in the school, including parents, teaching and non-teaching staff, clergy, volunteers, and contractors, have a responsibility to care for children and young people, to positively promote their wellbeing and to protect them from any kind of harm or abuse.

Under no circumstances are the following behaviours of any adult acceptable:

- Verbal intimidation, such as yelling or derogatory language,
- Physical intimidation, such as standing over, inappropriate hand gestures
- Handling of a child to manage behaviour, such as pulling, shaking, grabbing, pushing

## POSITIVE BEHAVIOURS FOR LEARNING

At Good Samaritan we have a comprehensive and integrated whole school approach to student wellbeing and behaviour. We call this Positive Behaviours for Learning or *PBL*. *PBL* is a process that enables us to create positive learning environments that support student learning and wellbeing.

Through explicitly teaching Positive Behaviours for Learning we want every child to:

- understand how relationships are developed and use interpersonal skills to establish and maintain positive relationships
- work effectively in teams and develop strategies to manage challenging situations constructively.

The foundation of PBL is the set of expectations we have for all children:

At Good Samaritan we are expected to...		
Be Respectful	Be Responsible	Be Safe
<p>We will</p> <ul style="list-style-type: none"><li>• show kindness</li><li>• speak politely</li><li>• use whole body listening</li><li>• encourage each other</li><li>• welcome everyone</li></ul>	<p>We will</p> <ul style="list-style-type: none"><li>• help each other to learn</li><li>• cooperate</li><li>• solve conflict calmly</li><li>• take care of property</li></ul>	<p>We will</p> <ul style="list-style-type: none"><li>• move safely</li><li>• play safely</li><li>• learn safely</li><li>• be cyber safe</li><li>• protect each others privacy</li><li>• tell a trusted adult if we feel unsafe.</li></ul>

## 2021 TERM DATES

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	Start Of Term	End of Term
<b>Term 1</b>	Thursday, 28 & Friday 29 January Assessment days <b>All children start classes on Monday, 1 February</b>	Thursday, 1 April
<b>Term 2</b>	Monday, 19 April	Friday, 25 June
<b>Term 3</b>	Monday, 12 July	Friday, 17 September
<b>Term 4</b>	Monday, 4 October	Wednesday, 16 December

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## DAILY TIMETABLE

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**STUDENTS ARE NOT PERMITTED AT SCHOOL PRIOR TO 8.30am**

### **8.30am School Gates Opened**

It is most important that children do not arrive at school before 8.30 am as they are not supervised.

Classrooms are open from 8:30am so students can undertake routines such as, hanging up their bags, returning home readers, etc...so they are ready to commence formal sessions at 8:50am. Children who arrive late for school interrupt the classroom program. It is also unsettling for your child and can affect their confidence and vital learning time

### **8.50am Classes Begin**

Children arriving after 9:00am must report to the Office, to be signed in and receive a Late Pass to hand to their class teacher.

### **10.50 – 11.00am Morning Tea**

### **11.00 – 11.20am Morning Recess**

### **1.20 – 1.30 Lunch**

### **1.30 – 2.15pm Afternoon Recess**

### **3.15pm End of School Day**



# SCHOOL CALENDAR

During 2021 there are many events and special days happening throughout the year. You can keep track of what's going on at Good Samaritan by accessing the school calendar either through the Skoolbag app or from the school's website: <http://www.gsroxburghpark.catholic.edu.au/news-events/180/p/school-calendar>

## Key Dates for 2021 include:

<b>Sacraments</b>	<b>Reconciliation</b> <ul style="list-style-type: none"> <li>27 February &amp; 28 Feb: Sign up and presentation weekend</li> <li>Tuesday, 9 March: 7.00 - 8.30pm Family workshop</li> <li>Thursday, 25 March: 7.00pm Celebration of First Reconciliation</li> </ul>		
	<b>First Eucharist</b> <ul style="list-style-type: none"> <li>Weekend of 15 &amp; 16 May: Sign up weekend</li> <li>Weekend of 29 &amp; 30 May: Presentation weekend</li> <li>Tuesday, 11 May: 7:00p.m- 8.30pm Family Workshop 1</li> <li>Tuesday, 25 May: 7:00p.m- 8.30pm Family Workshop 2</li> <li>Saturday, 5 June: 12.00pm Celebration of First Eucharist</li> </ul>		
	<b>Confirmation</b> <ul style="list-style-type: none"> <li>Tuesday, 3 Aug: 7:00p.m- 8.30pm Family Workshop 1</li> <li>Weekend of 7 &amp; 8 August: Sign up weekend</li> <li>Tuesday, 17 August: 7:00p.m- 8.30pm Family Workshop 2</li> <li>Weekend of 28 August: 3:00pm Celebration of Confirmation, Kolbe College</li> </ul>		
<b>Learning Conversations</b>	<b>Term 2</b> <ul style="list-style-type: none"> <li>Wednesday, 23 June: Celebration of Learning Conversations 1.30pm – 7.30pm</li> <li>Thursday, 24 June: Celebration of Learning Conversations 8.30 – 5.00pm</li> </ul>	<b>Term 3</b> <ul style="list-style-type: none"> <li>Wednesday, 15 September: Celebration of Learning Conversations 1.30pm – 7.30pm</li> <li>Thursday, 16 September: Celebration of Learning Conversations 8.30 – 5.00pm</li> </ul>	<b>Term 4</b> <ul style="list-style-type: none"> <li>By request on receipt of end of year report</li> </ul>
<b>School Camps</b>	<b>Year 5:</b> <ul style="list-style-type: none"> <li>Camp: Wednesday, 10 March – Friday, 12 March</li> </ul>	<b>Year 6:</b> <ul style="list-style-type: none"> <li>Camp: Monday, 15 March– Wednesday, 17 March</li> </ul>	
<b>Pupil Free Days</b> Children do not attend school on these days	<b>Term 1</b> <ul style="list-style-type: none"> <li>Thursday, 1 April</li> </ul>	<b>Term 2</b> <ul style="list-style-type: none"> <li>Friday 25th June (school planning)</li> </ul>	
	<b>Term 3</b> <ul style="list-style-type: none"> <li>Monday, 12 July (Staff seminar)</li> <li>Tuesday, 13 July (Staff seminar)</li> <li>Friday 17th September (school planning)</li> </ul>	<b>Term 4</b> <ul style="list-style-type: none"> <li>Thursday 16 December (school planning)</li> <li>Friday 17 December (school planning)</li> </ul>	

*\*While every effort will be made to keep to the published dates and times these may change based on circumstances.*

## FEES AND LEVIES

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In order to provide quality Catholic education we rely upon the collection of family fees and levies as a key component of the school's financial planning.

### Family Fee

In 2021 the full cost of the Family Fee will be \$1,500.

If your family receives the CSEF payment (Health Care Card or a Pensioner Concession Card holders), then the Family Fee is reduced to \$1,400.00

Family Fee	Reduced Family Fee with CSEF
\$1,500.00	\$1400.00

### Student Levy

The Student Levy will continue to be inclusive of all costs associated with your child's specific learning program and therefore will vary depending according to year level.

The levy includes the costs of books, learning materials and resources, excursions, technology, sport programs. The levy for Years 5 and 6 also includes the cost of camp.

The table below sets out the full cost of the Student Levy for each year level as well as the cost if your family receives the CSEF payment (Centrelink Health Care Card or a Pensioner Concession Card holders).

#### **CSEF APPLICATIONS MUST BE RECEIVED BY THE END OF TERM 1**

Year Level	Levy	Reduced Student Levy with CSEF
Prep	\$330.00	\$205.00
Years 1 & 2	\$330.00	\$205.00
Years 3 & 4	\$330.00	\$205.00
Year 5 & 6	\$625.00	\$500.00

I assure you that every effort has been made to keep the cost of educating your children at Good Samaritan affordable. Fees and levies are set by taking into account anticipated State and Australian Government Grants and incorporate all items known to be an integral part of the curriculum.

Our policy is to keep charges to families at the lowest level possible while providing your children with the best resources and learning opportunities they need to succeed.

Families are invited to contribute to Our Lady's Parish Craigieburn and Roxburgh Park through "Thanksgiving". An annual contribution of \$260 is greatly appreciated and goes toward sacramental programs: Reconciliation, Eucharist and Confirmation, to the ongoing costs associated with the upkeep and maintenance of the parish grounds and buildings.

# SCHOOL UNIFORM

The new school uniform has been phased in since 2016; All children are now required to be wearing the new uniform from the commencement of the 2020 school year. The old dark green polo top and jacket may no longer be worn.

1. All children attending Good Samaritan are required to wear the correct school uniform.
2. To ensure comfort and that the uniform meets a diverse range of needs, the children have a number of options for their daily wear
3. All items of clothing, including shoes, should be clearly named
4. Grade 6 students are permitted to wear the Year 6 jacket throughout the year

## Daily Wear – Girls and Boys

The daily uniform is selected from the following items

- Good Samaritan polo shirt (short sleeve)
- Good Samaritan polo shirt (long sleeve)
- Good Samaritan school shorts or trousers
- Good Samaritan bomber jacket
- Good Samaritan summer dress
- Good Samaritan tunic
- School wide brim hat (Terms 1 and 4)
- White socks
- Dark blue tights
- Black school shoes
- Good Samaritan wet weather jacket (optional)
- Good Samaritan scarf (optional)
- Good Samaritan beanie (optional)



Long sleeve polo



Short sleeve polo



Bomber Jacket



School trousers



School hat



School shorts



Summer dress



Tunic

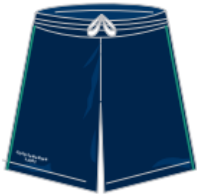


tights

socks

## Sports Uniform – Boys and Girls

- Good Samaritan sports shorts or Good Samaritan track pants
- Good Samaritan sports top (short sleeve or long sleeve)
- Sports shoes/runners
- White socks



Sports shorts



Short sleeve sports top



Long sleeve sports top



Track pants

**The sports uniform may only be worn on the specific days that your child has a timetabled physical education lesson or sport.**

## Frequently Asked Questions

### Footwear

#### **FAQ: What shoes can my child wear to school?**

- Fully **Black** school shoes are to be worn every day, except on the designated sports day.
- Runners are not to be worn, except on the designated sports day.
- Open footwear is not permitted as it is not safe

Here are some examples of acceptable styles of school shoes:



Here are some examples of **unacceptable** styles of school shoes ***because they are not fully black:***



**FAQ: My child has a medical condition preventing him/her from wearing school shoes. What should I do?**

If this is the case then you need to:

- Provide a written medical certificate from your child's doctor stating the reason why your child cannot wear school shoes.
- The medical certificate needs to state for how long a period your child is to go without school shoes.
- Organise for your child to wear alternate footwear, which must be black.
- **Coloured footwear is not an acceptable alternative.**

### Jewellery

**FAQ: What jewellery can my child wear to school?**

Students are not to wear jewellery to school, except if it is of religious significance (eg: rosary beads, medal, scapular).

**FAQ: Can my child wear earrings to school?**

Yes, that's fine as long as your child wears either a stud or small sleeper style earring.

### Make-up

**FAQ: Can my child wear make up or nail polish to school?**

No. The children are not allowed to wear make-up or nail polish to school.

### Hair

**FAQ: When does my child's hair need to be tied up?**

If your son or daughter has hair that is longer than shoulder length, then it needs to be tied back with a blue or white headband or hair tie.

### General

**FAQ: Part of my child's uniform is in the wash and can't be worn on a particular day. What do I do?**

When this occurs simply send a note along with your child to be given to the Home Group Teacher. The note needs to say why your child is out of uniform and for how long.

**FAQ: Part of my child's uniform needs replacing. What do I do?**

You can purchase new items from the uniform shop. It is open every Wednesday morning (8.30am – 12.00pm) and Friday morning (8.30am -10.30 am).

**FAQ: I need to replace my child's uniform but can't afford to at the moment. What do I do?**

We understand that there are times when you might be facing financial hardship. If that is the case, please make an appointment to see Linda Eaton, the school's Business Manager, who will happily support you.

**UNIFORM SHOP TRADING TIMES**

Monday 2.30pm to 4.00pm

Wednesday 8.30am to 10.00am

On-Line Ordering available at: [www.aplusschoolwear.com.au](http://www.aplusschoolwear.com.au)

Ph: 9436 4005

**PRICE LIST**

ITEM	SIZES AVAILABLE	PRICE PER UNIT
<b>GIRLS SUMMER DRESS</b> WHITE//NAVY/JADE	4-6-8-10-12-14-16 L A12-A14-A16	\$46.00 \$48.00
<b>GIRLS BIKE SHORTS</b> NAVY (UNDER SCHOOL DRESS ONLY)	4-6-8-10-12-14-16	\$15.00
<b>SHORT SLEEVE POLO – UNISEX</b> WHITE	4-6-8-10-12-14-16 A14-A16-A18-A20	\$27.00 \$29.00
<b>GIRLS SKORT</b> NAVY	4-6-8-10-12-14-16	\$25.00
<b>GABERDINE SHORTS ELASTIC WAIST - UNISEX</b> NAVY	4-6-8-10-12-14-16 SML-MED-LGE-XL	\$26.00 \$28.00
<b>S/SLEEVE SPORT SUBLIMATION POLO – UNISEX</b> NAVY/WHITE/JADE	4-6-8-10-12-14-16 A14-A16-A18-A20	\$45.00 \$47.00
<b>SPORTS COTTON BACK SHORTS – UNISEX</b> NAVY	4-6-8-10-12-14-16 A14-A16-A18-A20	\$27.00 \$29.00
<b>BOMBER JACKET – UNISEX</b> INK NAVY WITH JADE & WHITE STRIPES IN BANDS	4-6-8-10-12-14-16 A14-A16-A18-A20	\$45.00 \$47.00
<b>GIRLS A-LINE PLEATED TUNIC</b> NAVY/WHITE/JADE	4-6-8-10-12-14-16 L A12-A14-A16	\$52.00 \$55.00
<b>LONG SLEEVE POLO (WHITE)– UNISEX</b>	4-6-8-10-12-14-16 A14-A16-A18-A20	\$30.00 \$32.00
<b>GABERDINE PANTS D/KNEE (NAVY) - UNISEX</b>	4-6-8-10-12-14-16 SML-MED-LGE-XL	\$32.00 \$35.00
<b>L/SLEEVE SPORT SUBLIMATION POLO – UNISEX</b> NAVY/WHITE/JADE	4-6-8-10-12-14-16 A14-A16-A18-A20	\$47.00 \$49.00
<b>FLEECE STRAIGHT LEG TRACK PANTS D/KNEE – UNISEX</b> INK NAVY	4-6-8-10-12-14-16 A14-A16-A18-A20	\$26.00 \$28.00
<b>WATERPROOF JACKET WITH HOOD - UNISEX</b> NAVY	4-6-8-10-12-14-16 SML-MED-LGE-XL	\$42.00 \$44.00
<b>SLOUCH HAT</b> NAVY	S/55CM / M/57CM / L/59CM / XL/61CM	\$12.00
<b>SCHOOL BAG (UNOPAK)</b> NAVY WITH JADE PIPING	LARGE	\$45.00
<b>BUDGET BOOK FOLIO</b>	ONE SIZE	\$12.00
<b>ART SMOCK</b>	S M L	\$19.00
<b>TURN DOWN ANKLET SOCKS</b> COTTON RICH 2 PK WHITE	5-8 / 9-12 / 13-3 / 2-8	\$11.00
<b>POLAR FLEECE SCARF</b> NAVY	ONE SIZE	\$11.00
<b>POLAR FLEECE BEANIE</b> NAVY	ONE SIZE	\$9.00
<b>GIRLS KNITTED TIGHTS</b> NAVY	3-5 / 4-6 / 7-9 / 10-12 / SMALL	\$11.00
<b>GIRLS OPAQUE TIGHTS</b>	3-5 / 6-9 / 10-12	\$8.00



## SCHOOL ATTENDANCE

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A child who attends school every day has the best chance to learn and develop social skills. Missing school regularly means children miss out on learning and may fall behind. Students are expected to attend school during normal school hours every day of each term, unless there is an approved exemption from school attendance for the student.

### What To Do If Your Child Is Absent From School

Parents/carer's are expected to inform the school of their child's absence by no later than 9.15am on the first day their child is away from school. This can be done by:

- telephone on the student absentee line and leave a message. Ph: **9930 6090**
- using the SKOOLBAG application -the absentee note can be found under the **eForms** heading.

When notifying the school parents are required to provide the following details:

- Their child's name
- Their child's Home Group
- The reason for the child's absence
- The expected length of time their child will be away from school.

Where possible, parents should inform the school in advance of upcoming absences.

To ensure a child's education and wellbeing are supported, parents are encouraged to communicate openly with the school where a child has an ongoing medical condition that may result in ongoing absences or medical appointments during school hours.

### Approved Absences

The principal is responsible for determining if the excuse provided for an absence is reasonable for the purposes of the parent meeting their responsibilities under the Education and Training Reform Act 2006.

The following are approved absences:

- Illness
- Medical and dental appointments, where out of hours appointments are not possible or not appropriate
- Bereavement or attendance at the funeral of a relative or friend of the student, including a student required to attend Sorry Business
- School refusal, if a plan is in place with the parent to address causes.
- Cultural observance, if the parent notifies the school in advance
- Family holidays, where the parent notifies the school in advance and the student completes any Student Absence Learning Plan agreed by the school, student and parent.

# COVIDsafe GUIDELINES FOR FAMILIES

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The following directions detail the measures that have been put in place to protect the health and wellbeing of all members of our school community.

They reflect the current health advice provided by the Department of Health and Human Services and the Catholic Education Commission of Victoria.

These guidelines will change from time-to-time to ensure they reflect the most current advice provided by Victoria's Chief Health Officer.

## Sick or unwell children



**STAY HOME**  
If you are unwell

If your child is ill or is feeling unwell, they must not attend school.

Unwell children must remain home and seek medical advice if required.

Any child who presents at school as either sick or unwell, no matter how mild their symptoms, will be sent home.

## Visiting the school office or Learning Villages

If you need to visit the School for any reason please:

**wear a face mask (must cover nose and mouth)**

**sanitise your hands upon arrival**



**keep your distance – stay 1.5m away**



**Register your attendance**

## Drink Bottles

Every child must have a water bottle to use throughout the day at school. Due to covid safe health measures, the drinking fountains in the school yard have been turned off.

Drink bottles need to be clearly marked with your child's name and grade.

School drink bottles are available for purchase from the School Office. The cost of a bottle is \$5.00.

## Washing and sanitising hands

The children will be required to wash/sanitise their hands:

- Upon every entry to the classroom (for example: at the start of the day, after going to the toilet , after delivering or collecting the office tub).
- After each specialist class.
- After each activity where shared equipment (eg: blocks, counters, scissors etc) has been used.



The children will be supervised by a member of staff when they wash/sanitise their hands to ensure it is done correctly.

Hand sanitiser and antibacterial wipes are available in all learning areas and office spaces.

Parents/carers are encouraged to supply their child with a small bottle of hand sanitiser (50ml) for their personal use.

## Hayfever, Asthma & Coronavirus?



Hay fever or asthma can produce symptoms similar to coronavirus such as a runny nose, cough or shortness of breath, and while good management can help prevent these, it is critical to get tested for coronavirus if these are different to your child's usual symptoms.

DHHS recommended that children with asthma, and particularly those with mild asthma, should see their GP to develop or review their asthma action plan and make sure any associated hay fever is well managed during the pollen season.

If your child suffers from hayfever it may be worth seeking advice from your GP or local pharmacist. Your doctor or pharmacist can give advice on which medication may be best for your child.

Should your child be diagnosed with recurrent hayfever, please provide the school with a medical certificate from your child's doctor.

## Testing Sites

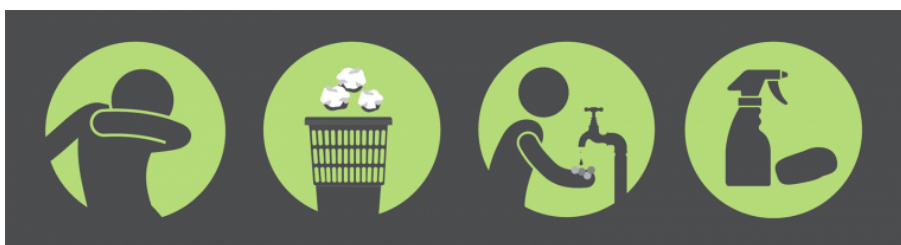
You and your children can get tested for coronavirus (COVID-19) at either of the following nearby locations:

**Roxburgh Park Youth and Recreation Centre** 75 Lakeside Drive  
Roxburgh Park

Open Monday - Sunday  
9am-5pm.

**Northern Health - Craigieburn Centre** 274-304 Craigieburn Road  
Craigieburn

Open Monday - Sunday  
9am-7.30pm



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For daily updates from the Department of Health and Human Services, visit: [Coronavirus \(COVID-19\) updates](#)

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## CHILD HEALTH AND SAFETY

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Children should not be sent to school if they are unwell. A child who is ill is unable to fully participate in school activities and may pass on infection to other children.

A first aid room is available for students who become unwell during the day, but this is a limited facility therefore we school will contact parents to collect unwell students.

### Child and Family Details

It is essential for the school to have accurate information on each student's medical details and telephone contact numbers. Please assist in keeping these records up to date.

Essential information that needs to be up to date includes::

- All medical conditions your child has which the school needs to be informed about.
- Home address and telephone number for the student.
- Workplace telephone number for each parent / carer.
- Mobile telephone numbers.
- Doctor's name, address and telephone number.
- Name and telephone number of other people who can be contacted to assist in an emergency, if parents cannot be reached.



### Medication

If it is necessary for your child to have medication at school, parents need to:

- Complete the *Medication Consent Form* available from the School Office,
- Clearly label the medication with your child's name and
- Hand both the form and medication to office staff.

Medication will otherwise not be administered. Under no circumstances should students personally keep medication at school.

For any prescription medications, you need to provide written direction from a medical professional. Prescription medication must be provided in the original packaging.

### Asthma

If your child suffers from asthma, you are required to complete a *School Asthma Action Plan*, which clearly states the steps to be followed should your child have an asthma attack at school.

An Asthma spray and spacer, clearly labelled with your child's name, needs to be supplied and left at the office.

## Allergies and Anaphylaxis

If a child has a known food allergy which is likely to cause an anaphylactic reaction you are required to complete and update an *Anaphylaxis Management Plan* each year.

The Anaphylaxis Management Plan must be discussed with the school's First Aid Coordinator.

Parents/carers must supply all medication, including an epipen if needed.

The school has a policy and procedures in place to minimise the risk of a child having an anaphylactic reaction at school. Parents/carers need to be aware, however, that it is not possible to achieve a completely allergen-free environment in any service that is open to the general community.

Parents should not have a false sense of security that an allergen has been eliminated from the environment. Instead, the school will work with parents and students to put in place a range of strategies to minimise the risk of a child being exposed to the allergens at school.

## Head Lice

Head lice can be managed with the cooperation of parents and the school. They are not a threat to health and they do not spread other infections.

As there is no guaranteed method of prevention, early detection is the best way to avoid an outbreak. It is recommended that parents check their children's hair regularly.

Head lice are found on hair itself and move to the scalp to feed. They have six legs which end in a claw and they rarely fall from the head. Louse eggs (also called nits) are laid within 1.5cm of the scalp and are firmly attached to the hair. They resemble dandruff but cannot be brushed off.

If lice or eggs are found Treat hair immediately with a commercial head lice product or by using a hair conditioner. Head Lice treatments are available from your pharmacy.

### **Children must not return to school until treatment has commenced**

Treatment must be repeated 7 days later.

Step by Step Head Lice Check	
Step 1	Comb any type of hair conditioner on dry, brushed (detangled) hair. This stuns the lice and makes it difficult for them to grip the hair or run around.
Step 2	Now comb sections of the hair with a fine tooth head lice comb.
Step 3	Wipe the conditioner from the comb onto a paper towel or tissue.
Step 4	Look on the tissue and on the comb for lice and eggs
Step 5	Repeat the combing for every part of the head





## Infectious Conditions

It is a legal requirement that students must be excluded from school if they have the following infectious conditions. This is to prevent the spread of illness within the community.

Condition	Exclusion of Cases	Exclusion of Contacts
Amoebiasis ( <i>Entamoeba histolytica</i> )	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Campylobacter	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Chickenpox	Exclude until all blisters have dried. This is usually at least 5 days after the rash appears in unimmunised children, but may be less in previously immunised children.	Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded.
Conjunctivitis	Exclude until discharge from eyes has ceased.	Not excluded.
Diarrhoea	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Diphtheria	Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later	Exclude family/household contacts until cleared to return by the Secretary.
Hand, Foot and Mouth disease	Exclude until all blisters have dried.	Not excluded.
Haemophilus influenzae type b (Hib)	Exclude until at least 4 days of appropriate antibiotic treatment has been completed.	Not excluded.
Hepatitis A	Exclude until a medical certificate of recovery is received, but not before 7 days after the onset of jaundice or illness.	Not excluded.
Hepatitis B	Exclusion is not necessary.	Not excluded.
Hepatitis C	Exclusion is not necessary.	Not excluded.
Herpes ("cold sores")	Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible.	Not excluded.

Condition	Exclusion of Cases	Exclusion of Contacts
Human immuno-deficiency virus infection (HIV/AIDS)	Exclusion is not necessary.	Not excluded.
Impetigo	Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.	Not excluded.
Influenza and influenza like illnesses	Exclude until well.	Not excluded unless considered necessary by the Secretary.
Leprosy	Exclude until approval to return has been given by the Secretary.	Not excluded.
Measles*	Exclude for at least 4 days after onset of rash.	Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case, or received NHIG within 144 hours of exposure, they may return to the facility.
Meningitis (bacteria - other than meningococcal meningitis)	Exclude until well.	Not excluded.
Meningococcal infection*	Exclude until adequate carrier eradication therapy has been completed.	Not excluded if receiving carrier eradication therapy.
Mumps*	Exclude for 9 days or until swelling goes down (whichever is sooner).	Not excluded.
Pertussis* (whooping cough)	Exclude the child for 21 days after the onset of cough or until they have completed 5 days of a course of antibiotic treatment.	Contacts aged less than 7 years in the same room as the case who have not received three effective doses of pertussis vaccine should be excluded for 14 days after the last exposure to the infectious case, or until they have taken 5 days of a course of effective antibiotic treatment.
Poliomyelitis*	Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery.	Not excluded.
Ringworm, scabies, pediculosis (head lice)	Exclude until the day after appropriate treatment has commenced.	Not excluded.
Rubella (german measles)	Exclude until fully recovered or for at least four days after the onset of rash.	Not excluded.

Condition	Exclusion of Cases	Exclusion of Contacts
Salmonella, Shigella	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.
Severe Acute Respiratory Syndrome (SARS)	Exclude until medical certificate of recovery is produced.	Not excluded unless considered necessary by the Secretary.
Streptococcal infection (including scarlet fever)	Exclude until the child has received antibiotic treatment for at least 24 hours and the child feels well.	Not excluded.
Tuberculosis	Exclude until receipt of a medical certificate from the treating physician stating that the child is not considered to be infectious.	Not excluded.
Typhoid fever (including paratyphoid fever)	Exclude until approval to return has been given by the Secretary.	Not excluded unless considered necessary by the Secretary.
Verotoxin producing Escherichia coli (VTEC)	Exclude if required by the Secretary and only for the period specified by the Secretary.	Not excluded.
Worms (Intestinal)	Exclude until there has not been a loose bowel motion for 24 hours.	Not excluded.

## Being Sun Smart

Our school is a registered member of the Cancer Council Victoria's SunSmart Program as we are committed to ensuring the health and safety of your child.

**During terms 1 and 4 all children are required to wear the school hat while outdoors. Please ensure that your child's hat is clearly labeled with their name.**

We encourage all children to apply sunscreen at the start of the day and make sure they have sunscreen in their bag ready to be reapplied throughout the day. Regular use of sunscreen has been shown to reduce the incidence of melanoma and squamous cell carcinoma, both in the short and long term. Any sunscreen that is SPF30 or higher, broad-spectrum and water-resistant is suitable for use.

It's a good idea to store sunscreen with lunchboxes and/ or hats so when your child grabs their food or hat before going outdoors, they will also be reminded to slop on sunscreen. If sunscreen is kept in the cooler section of the lunchbox, it will be cold when applying - especially nice on a hot day. By the time the food has been eaten, the sunscreen should have had time to bind to the skin



# Car Park Safety

## Drop-off and pick-up zone



A **blue line** on the road identifies the drop-off and pick-up zone as well as **blue road signs**.

The drop-off and pick-up zone provides a safe environment to drop-off and collect your children and should reduce the usual traffic jams at these times.

The drop-off zone operates each morning from

8.30am – 9.00am.

No parking is allowed in the drop-off zone during this time



The drop-off and pick-up zone is only a 1-2 minute stopping spot. Any longer than this and you are likely to be asked by a staff member to move on and do another circuit.

The pick-up zone operates each afternoon from

2.45pm – 3.45pm.

No parking is allowed in this zone during this time.

**Blue** directional arrows have been painted on the road to show the path of travel to follow when you enter the drop-off and pick-up zone.

### WHEN USING THE BLUE DROP-OFF AND PICK-UP ZONE PLEASE:

- ☐ Follow the instructions of the supervising staff (wearing a high visibility vest) in the car park
- ☐ Use the area like a quick moving taxi rank moving forward in the queue of vehicles to the blue signed area
- ☐ Only let your children out once you have pulled into the signed blue zone (it is dangerous to let them out while waiting in a queue)
- ☐ Make sure children use the footpath-side door when getting in and out of a car.
- ☐ Make sure that your child/ren have their bag ready so that they can get out the car quickly
- ☐ Get out of your vehicle to quickly help young children get in and out safely however you must not walk away from your vehicle
- ☐ Remember that you are only allowed 2 minutes in the blue signed zone. If you take any longer you will be asked to move along and will need to drive round the block and queue to enter the area again
- ☐ Enter front in (never reverse).
- ☐ Teach your children to look out for your vehicle and to get in quickly when you pull up

## School Crossing

The school crossing is painted in white.



No parking is allowed on either side of the school crossing.

**Please follow the instructions of the crossing supervisor to ensure that pedestrians can cross safely.**



## School Speed Limit

A 5kmh speed limit applies at all times in all areas of the school car park.

Please ensure that you drive slowly and keep a look out for children and pedestrians in the car park.

## Disabled Parking Access



Two disabled access car parks have been established and can be accessed at all times of the day.

These spaces may only be used by vehicles displaying a current disability parking permit.

## Keeping All Of Our Children Safe

With your help and cooperation we can all work together to ensure that the car park is a safe place for all the children.

If someone parks a vehicle illegally or drives dangerously they can be given a fine and their vehicle may be towed. You can help keep our car park safe by reporting badly parked vehicles or dangerous driving to the School Office.

# PARENT CODE OF CONDUCT

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All parents, volunteers, contractors, clergy and community members at Good Samaritan Catholic Primary School are expected to actively contribute to a school culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and justice. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.



## Protocols for Visiting the School

When visiting Good Samaritan Catholic Primary School all parents and volunteers must:

- (a) sign the visitors' register located at the school office, so that their presence in the school during school hours is recorded in the event of an emergency;
- (b) refrain from engaging in malicious gossip (either directly or online) and ensuring that anything they say about others is fair and truthful;
- (c) refrain from actions and behaviour that constitutes bullying, harassment, discrimination or vilification;
- (d) behave lawfully on school grounds and observe the terms of any order, obligation or undertaking they may be subject to.
- (e) comply with all safety and emergency procedures in place at our School and in the event of an emergency while they are on school grounds follow the instructions given by any member of school staff.
- (f) refrain from offensive, insulting or derogatory language or conduct. This includes wearing clothing with offensive words or insignias;
- (g) not smoke on school grounds within four metres of any entrance (Victorian Law);
- (h) not possess alcohol on school grounds, unless the event has been sanctioned by the School;
- (i) never possess illicit drugs on school grounds;
- (j) not attend school events if affected by alcohol or other intoxicants; and
- (k) show proper care and regard for School property, the property of others and occupational health and safety concerns.

When attending any kind of school assembly or public meeting parents and volunteers will listen respectfully, in the same manner required of students and staff, and will refrain from creating any inappropriate noise or disturbance during performances or speeches by students, staff or visitors.

Any person entering the grounds or premises of Good Samaritan Catholic Primary School, who is abusive, threatening, uses inappropriate language or otherwise presenting a risk to children, staff or other members of the school community will be asked to leave. If this does not occur immediately, the Police will be called.

## Protocols for Communication

Written and spoken communication to anyone in the School community should be courteous and respectful.

When communicating, parents and volunteers must:

- (a) interact respectfully with staff, students and other parents at all times;
- (b) not use abusive language or expletives, raise their voice, insult or engage in violent behaviour to anyone on school grounds or at any school-related events;
- (c) not discipline or raise their voice or get involved in verbal altercations with another parent or child under any circumstances; and



- (d) advise the School of areas of potential conflict, such as parenting and family court orders in accordance with relevant laws.

Correspondence that is in breach of this Code of Conduct, because of the language and expression used or the manner in which it is sent or delivered, will not be responded to.

As the priority for school staff is the welfare and education of all children in the school, school staff may not be able to respond to emails or telephone calls immediately. The school accepts that responses within 2 working days is acceptable and responses will not be made outside of working hours or during school holidays, with the exception of an emergency.

### Protocols for Communicating With Other Parents/Volunteers

Parents and community members who act as volunteers in the school are valued as they play a critical role in our community and commit a great deal of time for the benefit of all.

Apart from the general principles that always apply, parents should be particularly sensitive about the manner in which they provide feedback and ask questions of hardworking volunteers.

Under no circumstances is a parent or volunteer to disclose the personal details of a student or parent to another person without consent.

### Protocols for Communication with Children

Under no circumstances is a parent or volunteer:

- (a) to approach another child to discuss or chastise them because of their actions towards their own child; or
- (b) intimidate, undermine, threaten, bully or harass a child;

### Protocols for Digital and Online Communication

When using social media parents and volunteers are not permitted to create a website, blog, podcast, Facebook page, Instagram or Twitter account or any other social media in the name of the school without the written permission of the Principal.

Parents and volunteers must not:

- (a) take a photo or video recording of another student or parent without their consent; or
- (b) post a photo or video recording of another student or parent on social media without consent; or
- (c) post a photo or video recording of a child that is not their own on social media without obtaining consent from the child's parent beforehand.

When using social media, Parents and volunteers must:

- (a) not discuss or mention the School, its staff or any members of the School community in a negative or defamatory way; (b) be respectful to staff, contractors, volunteers, other parents, and/or students;
- (b) not use it as a means to voice grievances about the School;
- (c) make reasonable efforts to ensure that their children comply with the School's Technology and Social Media Policy; (e) post photographs of students in school uniform representing the School and its students if they have the potential to bring negative connotations towards the School and its staff and students;
- (d) never disclose any confidential information of parents, staff, contractors, volunteers, and/or students to third parties without the individual's express consent;
- (e) not make contact with students (other than their own) using any form of social media without the express consent of the student's parents; and

(f) never post sexually inappropriate or other material that may damage the reputation of the School.

## RAISING CONCERNS AND COMPLAINTS

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From time to time there will be instances where you will want to raise a concern or a complaint with us. We encourage you to contact the school to talk about your concerns, as most problems can be solved quickly.

Our school's approach to handling concerns and complaints is based on our commitment to:

- providing a safe and supportive learning environment
- building positive relationships between students, parents and staff
- providing a safe working environment for staff.



It is best to discuss your concerns with your child's teacher first. They know your child and are best placed to help you. Also, it's best if you let them know about your concerns as early as possible.

The first step is to make an appropriate time to meet with them or phone the school and ask for an appointment with the teacher.

If you are not happy with the result, or if you do not feel it is appropriate to talk to them, phone and make an appointment to discuss your concerns with your child's Village Learning Leader or another member of the school's leadership team. Of course the Principal is also available to talk with you.

You may bring a friend or relative to be your support. If you need an interpreter, we can arrange that, just ask beforehand.

Most issues can be resolved quickly and informally to everybody's satisfaction simply by talking to the teacher concerned.

Occasionally more serious or complex complaints require investigation. These can take a longer time to resolve. If this happens, you will be informed of the progress and the result of your complaint by phone or in writing at regular intervals until the matter is resolved.

**Please be aware that it is never acceptable or appropriate to approach a child of another family to raise concerns or complaints.**

A detailed explanation of the school's complaints policy is available from the School website in the [our school/our policies section](#).

## BEFORE AND AFTER SCHOOL CARE

This year we welcome *VillageOSHC* as the new provider of before and after school care services at Good Samaritan.

*VillageOSHC* partners with schools Australia-wide to keep children safe and happy outside school hours as parents work or study. They specialise in providing high quality, affordable and safe options for families who need Before School Care, After School Care and School Holiday Programs.

In their program, *VillageOSHC* is committed to ensuring children make new friends, build on old friendships, get exercise, eat healthy food, embrace their imagination, and have loads of fun in a safe and respectful environment.



### Hours of Operation

Before School: Monday to Friday 6.30 a.m. – 8.30 a.m.

After School: Monday to Friday 3.15 p.m. - 6.15 p.m

Public Holidays. CLOSED

### How to Enrol and Book

Visit [VillageOSHC.com.au](http://VillageOSHC.com.au) and click Book Now. This takes you to the secure, government approved VillageOSHC booking platform LookedAfter. It's free to enrol and you can manage your bookings 24 hours a day!

#### Ultimate Flexibility

Book online up to one minute in advance, access fees and service times, update your details, and more! Your bookings and updates are recorded instantaneously



#### Enrolment is easy and free

- Create an account with details about you and your child\*
- Record emergency contact and any relevant medical information
- Update any time when circumstances change

\*Make sure you are registered for the Child Care Subsidy before you enrol. Visit [my.gov.au](http://my.gov.au) to register.

Screenshot

#### Convenient and flexible bookings

- Book 72 hours in advance for the lowest fee
- Cancel free of charge 72 hours in advance
- Book one session or the whole term for the same low fee\*\*

\*\* Permanent rates apply to all bookings made 72 hours or more in advance regardless of how many days are booked.



# COMMUNICATION

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## Community Bulletin

A Community Bulletin is published every two weeks on a Friday. It is published digitally via the *SkoolBag* app and is also available on the school website.

Paper copies are not sent home, but can be requested from the school office if you prefer this format.

## Term Overviews

In week 1 of every term, each year level publishes a term overview detailing the learning focus for the term ahead.

This provides an overview across the curriculum areas your child is studying. Key dates and events are also listed in the overview.

## School Website:

Our school website is found at: [www.gsroxburghpark.catholic.edu.au](http://www.gsroxburghpark.catholic.edu.au) Here you will find important information such as:

- School policies
- The School Strategic Plan
- News
- Enrolment information

## Learning Conversations

Two types of learning conversations are conducted during the year:

a. *Family Learning Conversations*: Conducted during the first half of term 1 of each year, these are designed to enable teachers to get know each child, their family and how they learn. These provide parents/carers with an opportunity to give their views on their child's learning by sharing insights into their child's learning outside of school. The structure of the family learning conversation also helps to strengthen the home/school partnership by giving school staff greater insight into a family's aspirations for their child's learning and how they support learning at home.



b. *Celebration of Learning Conversations:* Conducted in terms 2,3 and four of each year, these are designed to engage children, parents and teachers in a conversation focussed on each child's learning achievement and progress. It provides children and the teacher with an opportunity to inform parents about how the child is doing, what their goals are going forward, and what kind of learners they are.

A celebration of learning conversation is an authentic way to encourage children to take responsibility for their own learning, actions and decisions. It enables students to develop their capacity to reflect on their learning, to celebrate success and to set future learning goals. The structure of the celebration of learning conversation also helps to strengthen the home/school partnership by giving parents/carers greater insight into their child's learning.



Skoolbag is a free online application that we use to communicate important messages to families. It is one of our main forms of communication, so it is highly recommended that every family has access to it.

### To get the Skoolbag app:

#### Apple Users



1. From your iPhone/iPad, go to the App Store and search for 'SkoolBag'
2. Download the free SkoolBag app
3. Open the app
4. Add Good Samaritan and you're ready to go

#### Android Users



1. From your Android device, make sure you have an account in Google Play Store
2. Go to the Google Play Store and search for the 'SkoolBag' app.
3. Download the free SkoolBag app
4. Open the app
5. Add Good Samaritan and you're ready to go

### See-Saw



Seesaw for Schools is a communication tool between home and school. Our teachers are excited to work in partnership with you.

You can access the Seesaw Family app to see what your child is learning and how she/he is progressing at school.

Seesaw will give you a window into your child's classroom and into your child's learning process. Children use Seesaw to reflect and grow in all areas of learning at school and at home.

You can download Seesaw's family App for iOS, Android, or use the web to view your child's learning artifacts.

When your child adds new work, you will receive a notification to see, hear and respond to your child's post. *You only have access to your own child's work and all of the content is stored securely.*



## PLAYGROUP

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Good Samaritan Primary School runs four playgroup sessions each week in the Jericho Community Learning Village. A qualified Early Years Educator and bi-lingual facilitators run our playgroups.

Children aged between 0-5 years and their families, play, learn and develop together in a fun and exciting environment. Families have access to high quality materials and resources to support the rich learning taking place during our programs..

Research has shown playgroups to be extremely beneficial for a child's development and also supports

families as they are the primary educators of their children. Our playgroups bring the community together, creating valuable friendships, connections and a support network to assist them in their valuable parenting role.

Good Samaritan playgroup is inclusive of all families in our community in a welcoming and friendly environment. We are very fortunate to work together with Hume City Council and DPV health. Through their support we are able to have a Maternal and Child Health Nurse and a Parent Support Worker visit playgroup sessions each week. This has proven to be extremely beneficial to the health and wellbeing of the children and their families.

### Play is Learning

Play is a very important part of a child's growth and brain development. In the Early Years of a child's life, young children go through rapid brain and skill development. Through play, children engage and interact with the world around them.

Playgroups assist children to:

- develop physically, socially, emotionally and intellectually
- make new friends
- have new experiences
- gain self confidence
- develop cooperation skills
- develop communication skills
- extend their experience of literacy in a social environment.

We aim that our playgroup will be a place of welcome, safety, happy companionship, support and learning for both children and adults.

### Cost

There is a small charge of \$10 per term (or \$30 for the year) per family. This is payable at Playgroup.

JERICHO VILLAGE TIMETABLE

Time	Monday	Tuesday	Wednesday	Thursd
8.30				
9.00	Sewing class درس تعليم الصياغة (Child minding) 9:00-11:00am	English درس اللغة الانكليزية 9:00-10:30am	English درس اللغة الانكليزية 10:30am - 9:00	English درس اللغة الانكليزية (Child minding) 9:00-10:30am
9.30	ZOOM درس اللغة الانكليزية 9:00-10:30am		Playgroup 3 لدى كروب 9:00-10:30am	
10.00	Childminding			English درس اللغة الانكليزية (Child minding) 12.15pm- 10:45
10.30	ZOOM Citizenship درس الجنسية 10.30 – 12.00pm	English درس اللغة الانكليزية 12.15pm - 10:45	English درس اللغة الانكليزية 12.15pm - 10:45	
11.00				
11.30				
12.00	Jericho Social Group مجموعة طيريكو الاجتماعية 12:00am-1:30pm	Playgroup 2 لدى كروب 12:00-1:30pm	Playgroup 4 لدى كروب 12:00-1:30pm	
12.30				
1.00			Jericho Coffee قهوة طيريكو 1:00-2:30pm	
1.30				
2.00				
2.30	Friendship group كروب صداقة الوالدين 2:30-3:15pm	Friendship group كروب صداقة الوالدين 2:30-3:15pm	Friendship group كروب صداقة الوالدين 2:30-3:15pm	Friendship group كروب صداقة الوالدين 2:30-3:15pm
3.00				
3.30				
4.00				
5.00				
5.30				
6.00				

# Staff Directory

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## Jordan Learning Village Team

Prep White Home Group Teacher	Rachael Mandarano
Prep Red Home Group Teacher	Aimee McLachlan
Prep Green Home Group Teachers	Tonia Hill / Deb Oates
Prep Gold Home Group Teacher	Bianca Cooper
LAS Teacher	Emma Barker
Co-Educator	Kelly D'Asta
Co-Educator	Silvana Gorgievski
Co-Educator	Ameal Gorgees
Learning Leader	Ghiran Byrne

## Nazareth Learning Village Team

Year 1 White Home Group Teacher	Crystal Carmuciano/ Felicity Smith
Year 1 Red Home Group Teacher	Yvette Wannous
Year 1 Green Home Group Teacher	Sandra Mascarenhas/ Emma Barker
Year 1 Gold Home Group Teacher	Melissa Caccamo
Year 2 White Home Group Teacher	Justine Corcoran
Year 2 Red Home Group Teacher	Rhiannon Brolly
Year 2 Green Home Group Teacher	Mary Eid
Year 2 Gold Home Group Teacher	Katrina Griffiths/ Emma Barker
Reading Recovery Teacher	Julie Dobbinson
Reading Recovery Teacher	Sandra Wright
Co-Educator	Karen Tinetti
Co-Educator	Charmaine Wessley
Co-Educator	Yawno Yousif
Co-Educator	Perry Evangelidis
Co-Educator	Hwayda Hanna
Co-Educator	Roslynn O'Leary
Learning Leader	Kristine Rintoul

## Bethany Learning Village Team

Year 3 White Home Group Teacher	Rebecca Daniel
Year 3 Red Home Group Teacher	Khiara Gallo
Year 3 Green Home Group Teacher	Mary Nakos
Year 3 Gold Home Group Teacher	Sarah Mascetti
Year 4 White Home Group Teacher	Kylie Xerri / Jo Sculli
Year 4 Red Home Group Teacher	Simone James / Roberta Smarelli
Year 4 Green Home Group Teachers	Ruth Jones
Year 4 Gold Home Group Teacher	Liz Hinds

Co-Educator	Suzi Mircevski
Co-Educator	Neela Damodar
Co-Educator	Jody Rowley
Co-Educator	Shatha Nona
Co-Educator	Basma Francis

Learning Leader	Leanne Stramare
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## Emmaus Village Team

Year 5 White Home Group Teacher	Madeline Comrie
Year 5 Red Home Group Teacher	Luisa Zablocki / Tina Coleman
Year 5 Green Home Group Teacher	Jasmine Geen
Year 5 Gold Home Group Teacher	Stefanie Giacobbe/Zoe Ferguson

Year 6 White Home Group Teacher	Eliza Courts
Year 6 Red Home Group Teacher	Margie Hough
Year 6 Green Home Group Teacher	Maria Bannon
Year 6 Gold Home Group Teacher	Luisa Ganino

LAS Teacher	Maria Ossino
Co-Educator	Melissa Scarmozzino
Co-Educator	Ashwaq Hirmiz
Co-Educator	Jacki Warda
Co-Educator	Rosalie Jardas
Co-Educator	Sonika Middha

Learning Leader	Mrs. Micki Rathgen
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## Specialist Learning Area Team

Physical Education Teacher  
Physical Education Teacher  
Visual Arts Teacher  
Italian Teacher  
P-2 Media Arts Teacher  
Teacher Librarian  
Library Technician

Julie Carroll  
Carlo Pangilinan  
Zoe Ferguson  
Roberta Smarrelli  
Felicity Smith  
Naomi Marron  
Rafaela Sallo

## Learning Diversity Team

Project Leader, PBL  
Learning Adjustment Support Teacher  
Project Leader, New Arrivals  
Child & Family Counsellor  
Child Psychologist

Roslyn Scuteri  
Deb Quirk  
Ban Maroky  
Thao Nguyen  
Tom Watson

Learning Leader, Learning Diversity

Marisa Steele

## STEM Team

STEM Facilitator  
Numeracy Intervention Tutor  
Numeracy Intervention Tutor  
Numeracy Intervention Tutor

Stefanie Giaccobe  
Maria Ossino  
Carmen Baird  
Vincent Falvo

Learning Leader, STEM

Paul Smith

## Jericho Community Learning Village

Learning Leader, Early Learning  
Pre-School Programs Assistant  
Pre-School Programs Assistant  
Community Engagement Educator  
Community Engagement Consultant

Nancy Greige  
Luma Ade Pauls  
Shatha Hanna  
Nayana Bhandari  
John Stafford

## School Administration

Administration Team Leader  
First Aid Officer  
Administration Officer  
Administration Officer

Belinda Angelotti  
Maureen Andrews  
Jiwan Maroky  
Mary Fusca

School Registrar

Danielle Kellett

## Business Management Team

Business Manager

Linda Eaton

Finance Officer

Sharon Martins

Facilities Officer (Maintenance)

Colin Marsden

Network Administrator

Sandra Samaha

## Leadership for Learning Team

Learning Leader, Jordan Village

Ghiran Byrne

Learning Leader, Nazareth Village

Kristine Rintoul

Learning Leader, Bethany Village

Leanne Stramare

Learning Leader, Emmaus Village

Micki Rathgen

Learning Leader, STEM

Paul Smith

Learning Leader, Learning Diversity

Marisa Steele

Learning Leader, Early Learning

Nancy Greige

Deputy Principal, Staff & Community Engagement

Helen Smith

Deputy Principal, Learning and Teaching

Leanne Murray

Principal

Paul Sedunary

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## SCHOOL CONTACT DETAILS

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**Office Hours:** 8.30am – 4.00pm Monday to Friday

Contact	Email	Phone
School Office	office@goodsam.catholic.edu.au	9930 6000
Student absence line	–	9930 6090
Enrolment inquires	enrolments@goodsam.catholic.edu.au	9930 6000
Jericho Village	jericho@goodsam.catholic.edu.au	9930 6000
Playgroup	playgroup@goodsam.catholic.edu.au	9930 6000
School Fees / Accounts	accounts@goodsam.catholic.edu.au	9930 6000
Principal	principal@goodsam.catholic.edu.au	9930 6000

## CLASS EMAIL CONTACTS

### JORDAN VILLAGE

Foundation White	Mrs Rachael Mandarano	<a href="mailto:foundationwhite@goodsam.catholic.edu.au">foundationwhite@goodsam.catholic.edu.au</a>
Foundation Red	Ms Aimee McLachlan	<a href="mailto:foundationred@goodsam.catholic.edu.au">foundationred@goodsam.catholic.edu.au</a>
Foundation Green	Mrs Tonia Hil / Deb Oates	<a href="mailto:foundationgreen@goodsam.catholic.edu.au">foundationgreen@goodsam.catholic.edu.au</a>
Foundation Gold	Mrs Bianca Cooper	<a href="mailto:foundationgold@goodsam.catholic.edu.au">foundationgold@goodsam.catholic.edu.au</a>

### NAZARETH VILLAGE

Year 1 White	Mrs Crystal Carmuciano	<a href="mailto:year1white@goodsam.catholic.edu.au">year1white@goodsam.catholic.edu.au</a>
Year 1 Red	Miss Yvette Wannous	<a href="mailto:year1red@goodsam.catholic.edu.au">year1red@goodsam.catholic.edu.au</a>
Year 1 Green	Mrs Sandra Mascarenhas	<a href="mailto:year1green@goodsam.catholic.edu.au">year1green@goodsam.catholic.edu.au</a>
Year 1 Gold	Miss Melissa Caccamo	<a href="mailto:year1gold@goodsam.catholic.edu.au">year1gold@goodsam.catholic.edu.au</a>
Year 2 White	Mrs Justine Corcoran	<a href="mailto:year2white@goodsam.catholic.edu.au">year2white@goodsam.catholic.edu.au</a>
Year 2 Red	Miss Rhiannon Brolly	<a href="mailto:year2red@goodsam.catholic.edu.au">year2red@goodsam.catholic.edu.au</a>
Year 2 Green	Ms Mary Eid	<a href="mailto:year2green@goodsam.catholic.edu.au">year2green@goodsam.catholic.edu.au</a>
Year 2 Gold	Mrs Katrina Griffiths	<a href="mailto:year2gold@goodsam.catholic.edu.au">year2gold@goodsam.catholic.edu.au</a>

### BETHANY VILLAGE

Year 3 White	Ms Rebecca Daniel	<a href="mailto:year3white@goodsam.catholic.edu.au">year3white@goodsam.catholic.edu.au</a>
Year 3 Red	Miss Khiara Gallo	<a href="mailto:year3red@goodsam.catholic.edu.au">year3red@goodsam.catholic.edu.au</a>
Year 3 Green	Mrs Mary Nakos	<a href="mailto:year3green@goodsam.catholic.edu.au">year3green@goodsam.catholic.edu.au</a>
Year 3 Gold	Ms Sarah Mascetti	<a href="mailto:year3gold@goodsam.catholic.edu.au">year3gold@goodsam.catholic.edu.au</a>
Year 4 White	Mrs Kylie Xerri/Mrs Jo Sculli	<a href="mailto:year4white@goodsam.catholic.edu.au">year4white@goodsam.catholic.edu.au</a>
Year 4 Red	Mrs Simone James	<a href="mailto:year4red@goodsam.catholic.edu.au">year4red@goodsam.catholic.edu.au</a>
Year 4 Green	Miss Ruth Jones	<a href="mailto:year4green@goodsam.catholic.edu.au">year4green@goodsam.catholic.edu.au</a>
Year 4 Gold	Mrs Liz Hinds	<a href="mailto:year4gold@goodsam.catholic.edu.au">year4gold@goodsam.catholic.edu.au</a>

### EMMAUS VILLAGE

Year 5 White	Miss Madeline Comrie	<a href="mailto:year5white@goodsam.catholic.edu.au">year5white@goodsam.catholic.edu.au</a>
Year 5 Red	Mrs Luisa Zablocki/Mrs Tina Coleman	<a href="mailto:year5red@goodsam.catholic.edu.au">year5red@goodsam.catholic.edu.au</a>
Year 5 Green	Miss Jasmine Geen	<a href="mailto:year5green@goodsam.catholic.edu.au">year5green@goodsam.catholic.edu.au</a>
Year 5 Gold	Miss Stephanie Giacobbe	<a href="mailto:year5gold@goodsam.catholic.edu.au">year5gold@goodsam.catholic.edu.au</a>
Year 6 White	Miss Eliza Courts	<a href="mailto:year6white@goodsam.catholic.edu.au">year6white@goodsam.catholic.edu.au</a>
Year 6 Red	Mrs Margie Hough	<a href="mailto:year6red@goodsam.catholic.edu.au">year6red@goodsam.catholic.edu.au</a>
Year 6 Green	Miss Maria Bannon	<a href="mailto:year6green@goodsam.catholic.edu.au">year6green@goodsam.catholic.edu.au</a>
Year 6 Gold	Miss Luisa Ganino	<a href="mailto:year6gold@goodsam.catholic.edu.au">year6gold@goodsam.catholic.edu.au</a>



## PARISH CONTACT DETAILS

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### A word from our Parish Priest



We welcome all parishioners, visitors, and pilgrims to Our Lady's Parish, Craigieburn & Roxburgh.

Our Faith in Christ Jesus, is one that encourages us not only to live in communion with our God, but also in communion with one another, supporting and assisting each other as we continue to grow and deepen our love of God and neighbour.

Our Lady's Church is a beacon of faith in our local community and beyond, where Christ is the centre of our liturgical and parish life. Our treasure is the people, and our gem is in our diversity of cultures that come together. We are all on a journey to God and through the liturgy of the Eucharist daily and particularly on weekends; we get an opportunity to join others in our worship of our Living God.

We hope you had the opportunity to worship and participate in our ministries already, but if not we warmly invite you to become part of this great parish.

With Christ's blessings,

*Fr. Varghese Kurisingal*

**Parish Office Hours:** 9.00am – 4.00pm Tuesday to Thursday

Contact	Role	Email	Phone
Father Varghese Kurisingal	Parish Priest	info@our-ladys.org	9412 8490 83394053 9308 4500
Father Toan Nguyen	Assistant Parish Priest		
Sr. Rochelle Lamb	Music and Family Based Sacraments Coordinator		
Miss Tara Najjar	Parish Secretary		