Dear Parents

Welcome to the 2016 school year. I hope that you all had a lovely holiday and enjoyed some time with your family and friends. I extend a very special welcome to all new families who have joined our school community this year. I am sure that it will not take you long to enjoy the wonderful Santa Clara spirit.

Please welcome Miss Claire Cooper as she joins us for the first time as the Year 5 Teacher. Miss Cooper comes to us from Sacred Heart Catholic School, High Gate, where she was an upper primary teacher and also an exemplar ICT Teacher.

We welcome Mrs Ellis as the 2016 Assistant Principal. Mrs Ellis is also the Year 4 class teacher.

We offer our deepest sympathies to Miss Partington whose mother passed away peacefully during the school holidays.

On Friday 5 February, we will gather as a school community to celebrate our first whole school mass. It is a lovely way in which to celebrate being together for the new school year and we ask God to bless each and every one of our children, staff and parents throughout the year ahead. You are welcome to join us at this mass.

At Santa Clara School, we are specially blessed to have such a dedicated and professional staff who are totally committed to providing the very best education for your children as well as caring for and nurturing them.

The classroom teachers are the first point of contact regarding any of your concerns or queries with your children and are available to meet with you.

The teachers are all looking forward to meeting with you at the Parent Information meetings (Kindergarten - Year 6) on Thursday 25 February. These meetings form the basis of our school/family communication process. I strongly encourage at least one parent per family to attend the sessions to receive important information about your child’s learning, classroom routine and teacher expectations.

Following a brief address by me in the hall at 5.00pm, the classroom meetings will commence at:

5.15pm: Pre-Primary, Years 2, 3 & 6
5.45pm: Kindergarten, Years 1, 4 & 5

If you have children in more than one year level, please see the classroom teacher to arrange a suitable time for both of you to meet.

PRAYER:
“Kind words can be short and easy to speak, but their echoes are truly endless.” Mother Teresa

IMPORTANT DATES

Friday 5 February
- 9:00am Opening School Mass lead by Year 3

Tuesday 9 February
- 6:00pm P&F Meeting
- 6:45pm School Board Meeting

Wednesday 10 February
- Uniform Shop open from 8:20am to 9:00am and from after Mass until 11:30am
- 9:00am ASH WEDNESDAY MASS lead by Year 4 – Day of Fast & Abstinence

Friday 12 February
- 2:30pm Sacramental Enrolment Collection by Laura Munut in the hall

Sunday 14 February
- Week 1 Lent

COMING UP:

Thursday 25 February
5:00pm Parent Information Night

Monday 7 March
Labor Day Public Holiday – School Closed

Tuesday 8 March
Staff Professional Development – Pupil Free Day – School Closed

Tuesday 15 March
Students dismissed at 12:00noon with Parent/Teacher Interviews commencing at 12:30pm

91 Coolgardie Street, St James WA 6102
Postal Address: P O Box 201, BENTLEY WA 6982
Telephone: (08) 9251-0400  Email Address: admin@santaclara.wa.edu.au  Facsimile: (08) 9451-4788
Website: web.santaclara.wa.edu.au
Please find below some of the works that were carried out during the summer holidays at Santa Clara school.

- Perth ICT commenced work on the new server. The transferring of the school data from the old to the new server was done via remote access from their office. There were no disruptions to the internet at school.
- Chrome Books were set up week commencing 25 January, in readiness for use week 1, Term 1.
- Louvers were installed on the first floor of the classrooms.
- The Annual Professional Cleaning in all buildings of the school was completed.
- The tree on the oval has been removed. The school oval is looking green and healthy—many thanks to our Handyman, Mr Tony Nunn.
- The washing up sink in the OSC has been upgraded.
- Tony Nunn worked on tidying up the front lawn of the school, amongst several other priority based projects.
- The windows of Years 5 and 6 that cracked due to the oppressive summer heat were replaced.
- The entry doors of the above classrooms were fixed.
- The Admin Office was in operation, commencing 18 January.

Yes, there is heaps more happening behind the scenes.

CITY OF CANNING – SAFETY AROUND SCHOOLS

The City of Canning Ranger and Safety Services place a high priority on the Safety Around School. At the commencement of the new term, Officers will resume rotational parking patrols at our school. The following are some tips for the parents:

- Please observe Parking restrictions (read the signs)
- Stick to the speed limit at all times
- Be aware – young children can be unpredictable and hard to see
- Be courteous and responsible
- Use ‘Pick Up and Set Down’ areas correctly
- Always be aware of children
- Utilise parent’s parking bays

A copy of the ‘Safety around School’ is available at our Admin Office and at the City of Canning – Ranger and Community Safety Services.

We have had a smooth start to the new school year and I look forward to catching up with you all on 25 February.

Richard Win Pe
Principal

ASSISTANT PRINCIPAL RELIGIOUS EDUCATION NEWS

I welcome back everyone from the school holidays and look forward to another year of learning for all our children at Santa Clara School. Term One brings many exciting opportunities for all community members.

WHOLE SCHOOL MASS – FRIDAY 5 FEBRUARY 2016

The first whole school Mass will be held tomorrow morning, Friday 5 February, at the Santa Clara Parish commencing at 9:00am. We look forward to seeing parents and friends coming to participate in the mass with the students. The Mass has been prepared by the Year Three students.

ASH WEDNESDAY MASS – WEDNESDAY 10 FEBRUARY 2016

The Ash Wednesday Mass (Day of Fast and Abstinence) will be held at the Santa Clara Parish on Wednesday 10 February, commencing at 9:00am. We look forward to seeing parents and friends coming to participate in the mass with the Pre-Primary to Year Six students. The Mass has been prepared by Mrs Ellis and the Year Four students.

Ash Wednesday is the beginning of the church season of Lent. Lent is a time of changing yourself to become more like Jesus. Our journey through Lent is a time for reflection on how we are living in response to God’s love. Lent is a traditional time where we support the work of Caritas through their Project Compassion Mission to help disadvantaged countries. It is our mission of Baptised Catholics to continue the work Jesus began of showing compassion to others, especially those in need, Caritas works to make communities become independent in their ability to provide the basic needs such as clean water, education for the children and medical help.

We want to continue to open our eyes, our hearts and our hands as we respond to God’s love through prayer, fasting and almsgiving. Your generous donations to Project Compassion enable communities to be architects of their own developments.
PROJECT COMPASSION – CARITAS AUSTRALIA

Over the next few weeks, Santa Clara families will be given a Project Compassion box to assist families throughout the world. Caritas Australia’s annual Lenten fundraising and awareness-raising appeal brings thousands of Australians together in solidarity with the world's poor to help end poverty, promote justice and uphold dignity.

In 2016, Caritas will feature six stories and show what can happen when faith, commitment and hard work combine together. Commencing next Newsletter, I will highlight families from around the world who will be assisted by your donations to Project Compassion.

SACRAMENTAL ENROLMENT COLLECTION 2016

Next Friday 12 February and Friday 19 February, the Santa Clara Parish Sacramental Co-ordinator, Mrs Laura Munut, will be in the school Hall to collect all the children’s documentation (eg. application form, baptism certificate etc), together with the enrolment funds, for this year’s Sacramental programme.

STAFF REGIONAL MASS – TUESDAY 16 FEBRUARY 2016

The Santa Clara staff will be attending a Regional Mass at St Mary’s Cathedral in Perth on Tuesday 16 February after school. The Cathedral will be attended by many primary and secondary Catholic teachers within the Eastern metropolitan region. All staff will depart straight after school duties, at around 3:20pm, to attend this important Mass.

Larry King
Assistant Principal Religious Education

STUDENT MEDICATIONS

For any student requiring short term medications to be administered during school hours including antibiotics, pain reliever tablets etc, parents are asked to fill in a Student Medication Request Record attached to this newsletter.

Parents of students with ongoing medical conditions such as Anaphylaxis, Asthma and Allergic Reactions are asked to:

- Complete the attached Student Medication Request Record
- Check that their child’s Emergency Action Plans is current ie. Action Plans are valid for 12 months & need to be reviewed each year by your doctor, signed and dated.
- Check that medication kept at school has not expired as we are not permitted to administer medication 1 month past its expiry date.

Please send in medication forms to the school office by Monday 8 February.

Uniform Shop News

The Uniform Shop is open on Wednesday mornings from 8.20am - 9.20am.

Next Wednesday 10 February due to Ash Wednesday Mass at 9:00am, the Uniform Shop will be open from 8:20am to 9:00am then reopen after Mass until 11:30am.
Dear Parents/Caregivers

Welcome to the start of the 2016 school year. The year promises to be full of possibilities in all our 163 vibrant, faith-filled learning communities each of which are centred on the person and teachings of Jesus Christ.

Pope Francis has declared 2016 the ‘Year of Mercy’. This challenges us all to be ‘merciful like the father’ in our daily lives. Imagine the transformative effect our school communities could have on society, if we were to take up Francis’ challenge, in our families and those we work with, as well as those who find themselves alienated, lonely and despised in society. Your school community will be creating a range of opportunities for students and families to honour and celebrate this special year and I encourage you to get involved.

If you are new to our system I would like to extend a very warm welcome to you and your family. You are joining Catholic education at an exciting time. We are in a period of significant growth and we have once again demonstrated sustained system-wide improvement in last year’s WACE results.

In the last three years we have opened seven new schools and colleges and 2016 marks the opening of Salvado Catholic College for the first time. I wish the students, parents and caregivers involved in the College’s foundation year all the very best.

All Catholic schools rely on the contribution of the parish, staff, students and parents working in partnership to sustain their vibrancy, educational excellence, and faith life. With your support and involvement in your child’s learning, the efforts of more than 11,000 dedicated school staff and principals can ensure that our Catholic schools help students across the state reach their God-given potential.

Thank you for your continued support and I wish you all the best for the year ahead.

Yours sincerely,

Tim McDonald
Hello Everyone,

Welcome back to everyone. A very special welcome to new students, families and staff members; welcome to the Santa Clara Family. We have had a great start to the academic year. Students have returned refreshed and ready to learn. It is fabulous to see everyone in correct school uniform including wearing the school hat at play and sport. Well done to you all.

ABSENTEES:
As per last year classroom roles are maintained electronically through SEQTA. Part of our pastoral responsibilities is to have notification when students are absent. If your child is not attending school please notify the school via email or phone call before 9:00am. A written notification, email is acceptable, is also a legal requirement in maintaining class roles so it would be greatly appreciated if parents could send in notes or emails for absentees as soon as practical.

PARENT INFORMATION EVENING – KINDERGARTEN, PRE-PRIMARY, YEARS 1, 2, 3, 4, 5 & 6 – THURSDAY 25 FEBRUARY 2016
This is a very important evening for ALL Parents (at least one parent from each family) with children in Kindergarten to Year Six and will be held on Thursday 25 February 2016. The format will be similar to previous years with all classes held on the one night and child-minding facilities will be provided in the hall. Children may bring a rug, pillow and book to read for your child’s comfort. Please do not let children bring electronic games or mobile phones.

We understand that a small number of families will have some clashes with having two class meetings at the same time and for this we apologise. Following is the planned outline of the evening:

5:00 - 5:15pm Parents of students in Kindergarten to Year 6 meet in the School Hall for a short prayer and information session with Mr Richard Win Pe (Principal) and some specialist teacher’s information.

5:15 – 5:45pm Parents of students in Pre-Primary, Year 2, Year 3, and Year 6 move to respective classrooms for information particular to that year level by the class teacher.

5:45 – 6:15pm Parents of students in Kindergarten, Year 1, Year 4 and Year 5 move to respective classrooms for information particular to that year level by the class teacher.

6:15pm End of final sessions.

Please make every effort to attend! It is vital that you hear procedures, expectations, student management plans and information regarding your child’s year at school.

PARENT / TEACHER INTERVIEWS – TUESDAY 15 MARCH 2016 – COMMENCING AT 12:30pm
Parents are reminded that the Parent / Teacher interviews will be held on Tuesday 15 March 2016. Students will depart school at 12:00pm and the Teacher / Parent interviews will commence at 12:30pm. Timetables for Parent / Teacher interviews will be displayed on Classroom doors from Wednesday 9 March 2016. Parents are asked to select and write the time/s they would like to attend the interview. Further information will be provided closer to the week.

CYBER-SAFETY:
It is very important that teachers, parents and students continue to build awareness and understanding of cyber-safety. Although children should be 13 or older before they have “facebook” accounts I know of students in primary years who are Facebook users. Even more alarming is the number of students who have their status set as “public” meaning anyone can access their information and follow feeds to the information of their friends. The link below has been included in previous newsletter but for those who have missed it or have realised that their children are engaged in unsafe internet practices I have repeated it. This parent website is designed specifically for parents; it is a user friendly, interactive, online guide offering age-appropriate strategies to help keep your children and teens safe online and includes information in six languages. A reminder also that parents and students have agreed to the ICT Policy of our school in order to use electronic devices and laptops at school which does not include using devices for social media or personal use at school.


I am really looking forward to working with students and their families this year. Welcome back and God bless.

Mrs Mim Ellis
Assistant Principal
IMPORTANT SCHOOL INFORMATION

It is important that clear communication be kept with the school if there is a change of circumstances in your details.

This can relate to, not only contact details (phone, mobile phone, address, email address, etc), but also details surrounding family custody arrangements for your children. The school can only operate on the information that we currently have on our records. Our first and foremost concern is always the children and therefore we ask, that pertinent information be always communicated so as to allow correct processes to be followed with regards to the myriad of contacts and details the school uses throughout any school day!

The school cannot (and will not) be held accountable for acting on information which is no longer current. Clear and transparent communication is vital between home and school. Thank you!

Please complete the Family Information Form below and return to the school office by Monday 15 February 2016.

UPDATE OF FAMILY INFORMATION – FEBRUARY 2016

ALL FAMILIES ARE ASKED TO COMPLETE AND RETURN THIS REPLY SLIP TO THE SCHOOL OFFICE BY MONDAY 15 FEBRUARY. THANK YOU.

Names of Students: ______________________________________________ Class: __________

______________________________________________ Class: __________

______________________________________________ Class: __________

Address: _______________________________________________________________________________________

Mother's/Female Guardian's Name: _______________________________________________________________

Mobile Number: __________________________ Email Address: _________________________________

Occupation: ___________________________ Employer: _________________________________

Work tel no.: ______________________________

Father's/Male Guardian’s Name: ______________________________________________________________

Mobile Number: __________________________ Email Address: _________________________________

Occupation: ___________________________ Employer: _________________________________

Work tel no.: ______________________________

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<th>Name of Emergency Contact (other than parents)</th>
<th>Relationship to your child eg. Grandmother</th>
<th>Contact Numbers</th>
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Parent’s/Guardian’s Signature: ___________________________ Date: __________________________
Santa Clara School Canteen
Volunteer Roster Form

We are looking for volunteers to help in the Canteen.

Our Canteen is open on Mondays and Fridays from 8:30am to 1:30pm and time can be arranged to suit. We need at least one volunteer each day plus a few emergency helpers on call.

If you are able to assist in any way, we ask that you complete the attached reply slip and return to the school office by Monday 15 February 2016.

The Canteen cannot operate without your help.

A reminder is usually published in the newsletter prior to your roster. Morning tea, lunch and a drink are provided. For safety reasons, children are not permitted in the canteen.

This is a great way to get to know other members of the school community.

I look forward to meeting you.

Thank you for your help and support.

Sonia Thiel
Canteen Manager

Canteen Volunteers Reply Slip

Yes, I would love to help in the canteen.

Name: ____________________________________________________________

Contact Telephone No.: ____________________________________________

Email Address: ____________________________________________________

I am available: (please tick) _________________________________________

☐ MONDAY   ☐ FRIDAY   ☐ BOTH DAYS

☐ As Required ☐ Monthly ☐ Emergency

☐ Once a Term ☐ Twice a Term

OSC NEWS

Keren and staff would like to welcome all new families who have joined our centre.

We would also like to let everyone know we are going to be assessed within 2 weeks, so keep us in your thoughts.

Thank you to all the wonderful parents who have made our journey so enjoyable and may we keep assisting you when we can.

Susie Punch
(Ashley’s mum)

P&F News

The first P&F Meeting will be held next Tuesday 9 February at 6:00pm in the hall. ALL WELCOME

CANTENE ROSTER
TERM 1 2016

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<th>Friday 5 February</th>
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<tr>
<td>Julia Pearson</td>
<td>Maria Papalia</td>
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<th>Friday 12 February</th>
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<td>Elsa Callanan</td>
<td>May Soe</td>
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<th>Friday 19 February</th>
<th>Monday 22 February</th>
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<td>Famatta Browne</td>
<td>Mitzi Bettridge</td>
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School Banking starts this Friday 5 February 2016.

Bank Books will be collected and returned to your classroom so please remember to write your YEAR inside. There are new rewards for 2016, so get saving!

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Bank Books will be collected and returned to your classroom so please remember to write your YEAR inside. There are new rewards for 2016, so get saving!

Susie Punch
(Ashley’s mum)

OSC NEWS

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We would also like to let everyone know we are going to be assessed within 2 weeks, so keep us in your thoughts.

Thank you to all the wonderful parents who have made our journey so enjoyable and may we keep assisting you when we can.
Dear Parent/Guardian

As part of the school’s publicity activities, there may, on occasion, arise the situation whereby the school, Catholic Education Office of WA (CEOWA) or local media will need to take photographs and/or video footage of your child/ren for publication in newspapers, school documents, CEOWA and Catholic agency documents (e.g. Caritas, CDF, Life Link, etc), training videos and/or the school/CEOWA website.

Should you NOT want your child/children to feature in such publicity, please complete the information below and return it to the school office.

I ____________________________________________________________________ Parent/Guardian of:

Student’s Name: ___________________________________ Class: ______

Student’s Name: ___________________________________ Class: ______

Student’s Name: ___________________________________ Class: ______

Student’s Name: ___________________________________ Class: ______

DO NOT give permission for the use of my child’s/children’s photo/video image in school publicity activities undertaken by the school, CEOWA or local media, for the duration of my child’s/children’s schooling at Santa Clara School.

Signed: ___________________________________________ Date: ______________
Where possible, student medication should be administered by the student or be administered by the parent/guardian at home in times other than school hours. As this is not possible in all instances, before the Principal approves school staff to administer prescribed medication to students, the following requirements must be met:

1. The doctor prescribing the medication is to be aware that school staff will administer or supervise the administering of medication to students.
2. The doctor is to provide in writing any additional information to staff regarding special requirements that may exist for the administration of the medication.
3. The doctor should provide in writing all information of any side effects of medication and consequences of providing medication when it is not necessary.

Prescribed student medication is to be presented to the Principal and should be stored in the original dispensing case in a container clearly showing the name of the student, the name of the medication, the dosage and frequency.

I __________________________ being the Parent/Guardian of student __________________________ Class: ________ request that STAFF OF SANTA CLARA SCHOOL administer the following medication:

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<thead>
<tr>
<th>Name of Medication</th>
<th>Dose</th>
<th>Time to be taken</th>
<th>Start Date</th>
<th>End Date</th>
<th>Purpose of Treatment / Prescribed by Doctor Notes / Comments</th>
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Parent/Guardian Signature: __________________________ Date: ______________

Parent/Guardian Name: __________________________ Telephone No.: __________________________ Mobile No.: __________________________

Parent/Guardian Name: __________________________ Telephone No.: __________________________ Mobile No.: __________________________
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<th>MONDAY</th>
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<td></td>
<td>AUST DAY</td>
<td>Office Open 8:30am</td>
<td>Staff commence</td>
<td>Uniform Shop Open 9:00am-11:00am</td>
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<td>HOLIDAY</td>
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<td>Students commence 10:50am Assembly in undercover area</td>
<td>2:15 Srv Lit Singing (3-6)</td>
<td>9:00am Opening School Mass (Yr 3 to organize Mass)</td>
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<td>6:00pm P&amp;F Meeting</td>
<td>9:00am Ash Wednesday Mass</td>
<td>Day of Fast and Abstinence – (Year 4 to organize Mass)</td>
<td>2:30-3:30pm Sacramental Enrollment Collection (Laura Munut in Hall)</td>
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<td>5:00pm Parent Information Night</td>
<td>5:00pm Year 6 Participation Mass</td>
<td>6:30pm Sacramental Enrollment Mass</td>
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<td>LABOR DAY HOLIDAY</td>
<td>PUPIL FREE DAY</td>
<td>Staff PD</td>
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<td>Years 5/6 Boys/Girls T20 Cricket Carnival (Raphael Park)</td>
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<td>8:40am Year 2 Classroom visit by Fr Chris</td>
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<td>2:30-3:30pm Sacramental Enrollment Collection (Laura Munut in Hall)</td>
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<td>8:45am Year 1 Classroom visit by Fr Chris</td>
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<td>St Patrick’s Day</td>
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<td>2:15pm Palm Sunday Assembly – Yr 3 RE Assembly</td>
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<td>GOOD FRIDAY</td>
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<td>Last Supper &amp; Garden of Gethsemane Assembly – Yr 4 (RE Assembly)</td>
<td>9:00am Stations of the Cross – Year 5 (RE Assembly item)</td>
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<td>EASTER MONDAY</td>
<td>EASTER TUESDAY</td>
<td>9:00am Resurrection Assembly – Yr 6 RE Assembly</td>
<td>4:45-6:00pm Eucharist Parent / Child Workshop</td>
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<td>4:45-6:00pm Eucharist Parent / Child Workshop</td>
<td>Last Day for Students</td>
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2016 TERM DATES (Students)  | Term 1 1 Feb-8 April | Term 2 10 Feb-14 July | Term 3 18 July-23 Sept | Term 4 4 Oct – Thu 15 Dec | Term 5 6 Oct – 12 Dec |
2017 TERM DATES (Students) | Term 1 1 Feb-7 April | Term 2 24 Apr-30 June | Term 3 17 July - 22 Sept | Term 4 10 Oct – Thu 15 Dec | Term 5 9 Oct – 14 Dec |