Principal’s Message

The children, parents, staff and parish of St Agatha's Clayfield, welcome your family into our community.

St Agatha’s school has served the community of the Clayfield Parish for 85 years. Our school was founded by the Sisters of the Presentation of the Blessed Virgin Mary in 1925.

Our school's ethos draws its inspiration and identity from the vision and teaching of Jesus Christ, as expressed in the Catholic Christian tradition.

Our school Principal and many parents are past pupils of St Agatha’s School. The identity and charisma of the school and the gospel values from which it draws its inspiration are embedded throughout the school. This is strongly reflected in the school’s prayer life.

Our school acknowledges and celebrates the involvement of the whole community in a rich culture of events, rituals and celebrations.

Strong school and community partnerships and networks are established and nurtured throughout St Agatha's School. Our Vision for Learning is informed by current research on learning, and is of benefit to students in shaping the high quality learning experiences that they encounter every day.

St Agatha's School has a well developed shared understanding of its unique purpose and place within the context of home and parish.

I look forward to continuing to work together to promote the needs and interests of all our students, ensuring that each child has the opportunity to succeed.

Mrs Carol Sayers

Principal
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Our Mission

The Spiritual Dimension:
We nurture
- Catholic faith traditions, liturgies and values
- outreach to others through service
- prayer that develops our relationship with God

The Academic Dimension:
We offer a curriculum that is
- both contemporary and futures oriented
- relevant and informed by data
- supportive of different learning abilities and styles

The Personal Dimension:
We support each other to develop
- healthy relationships based on friendship, compassion and respect
- self awareness through reflection
- a range of talents and skills

Vision Statement

St Agatha’s Catholic Parish Primary School is a community that values excellence, diligence and creativity developed within an ethos of belief, justice, service and integrity

Community Policy

St Agatha's Primary School is a Catholic community with a strong sense of belonging within a framework of family values.

We will continue to build a community that is inclusive, caring, compassionate, striving for excellence in a culture of faith and respect.

Our community is a Catholic Christian Community which:
- Fosters strong links between parish and school through liturgies and sacramental programs.
- Is empowered by the Gospel values of a living Catholic faith which permeates everything we do.
- Is enriched by shared values which in turn enrich the family.

Our community offers a Catholic Education that encompasses curriculum, faith and values developed through:
- High quality teaching and learning experiences.
- Contemporary planning and methods.
- Empowering self learning to create and develop life long skills.

Our community provides a Support Network which:
- Members of our community care for each other, help each other, and celebrate together.
- Everyone’s talents and contributions are valued.
- Our community leaders engage with students, parents, and parishioners.

Our community builds Relationships that are:
- Mutually beneficial and productive with a primary focus on the development of the child.
- Inclusive, thriving on dignity and respect.
- Nurturing in a safe and supporting environment.
General Information

CONTACT DETAILS:
Principal: Mrs Carol Sayers
Assistant Principal: Mr Nick Fogarty
Parish Administrator: Fr Anthony Mellor
School Secretary: Ms Katrina Peatey
Enrolment Secretary: Mrs Wendy White
Financial Secretary: Mrs Sandy Munro, Mrs Stephanie Pike

Phone: 07 3326 9222
Fax: 07 3862 3431
Absentee Line: 3326 9233
Outside School Hours Care: 07 3326 9208
Email: pclayfield@bne.catholic.edu.au
Website: www.stagathasclayfield.qld.edu.au
Postal Address: 6 Hunter Lane, Clayfield 4011

OFFICE HOURS:
8am – 3.30pm Monday- Friday

TIMETABLE:
Teacher supervision begins: 8.15am
Morning assembly: 8.40am
Lunch: 10.45 - 11.25pm
Afternoon Tea: 1.35 -1.55pm
Final Bell: 2.55pm

TERM DATES FOR 2016:
Term 1: Wednesday 27 January – Thursday 24 March
Term 2: Monday 11 April – Friday 24 June
Term 3: Monday 11 July – Friday 16 September
Term 4: Tuesday 4 October – Friday 2 December

ST AGATHA'S PARISH:
Our school is part of St Agatha's Parish. Fr Anthony Mellor is our Parish Priest. The Parish Office is located next to the Church in Oriel Road, (phone 07 3262 2859). Every school family is invited to become actively involved in the Parish.
Policies & Procedures

ABSENCE FROM SCHOOL & ABSENTEE LINE
Use only the ABSENTEE / LATE PHONE LINE 07 3326 9233 in order to communicate your child’s Absence e.g. Sick Leave – before 8.30am that day. When your child returns to school you must provide the teacher with a letter or email stating the reason for their absence or being late along with any other relevant information. Students are not permitted to have regular absences from school, eg. Swimming, dance, music lessons.

Travel Causing Absence from School - Parents requesting an absence from school for travel or family reasons are required to email the school office pclayfield@bne.catholic.edu.au stating dates and reasons for this absence. (This requirement does not include sick leave)

BIRTHDAY CELEBRATIONS
Students’ birthdays are celebrated at our weekly assembly at St Agatha’s School. Parents are requested to bring only cupcakes or water-based ice-blocks to share with classmates. Invitations to birthday parties must be distributed via email or through the Class Group email details. Teachers will not be available to distribute birthday party invitations.

CAR PARK SAFETY
Parking in the car park is reserved for staff only.
For the safety of children, parents are requested to park in the surrounding streets of the school when attending meetings. The car park is out of bounds to students.

CLASS PARENTS – P&F
At St Agatha’s, parents are valued for their participation in their child’s education. Our P&F Association support the Class Parent Groups, who communicate with other parents via email regarding Social Activities and other events.

DOGS
Dogs on or off leashes are NOT PERMITTED on school grounds at any time. This includes ALL Sporting and School events where children are present off campus e.g. Cross Country, School Athletics, etc. Service dogs are exempt.

FORGOTTEN LUNCHES
Sometimes on occasions students leave their lunches at home or in the car on the way to school. The school will contact parents of those students who have forgotten their lunch. Parents will be requested to provide their child's lunch or to organise a carer or other emergency contact on these occasions. The school does not provide lunch for students. Due to student protection and health issues it is also inappropriate to ask other students to share their lunch, siblings excepted.

HOMEWORK
Homework provides students with an opportunity to review and practise work that has been covered during the school hours. Students will experience a variety of methods in completing homework during their primary schooling. Homework can vary from completion on a daily basis or weekly set homework that requires the student to plan their homework on a regular basis. With this method students need to be encouraged by parents not to leave the completion of their homework until the night before it is due. This method along with projects and reading should be seen as a preparation for secondary school. If a child is unable to complete homework a letter of explanation is required from the parents. We encourage parents to allow opportunities for their children to read each night.
ILLNESS OR INJURY AT SCHOOL
Any child suffering from a head-knock or head clash is sent home for parental supervision. Minor injuries are treated with Emergency First Aid. If a child becomes ill, or is injured, whilst at school, the parents are immediately notified if the First Aid Officer deems it necessary. It is the school’s expectation that parents collect their sick child immediately. Students should not be expected to remain in sick bay for long periods of time. Minor injuries are treated at school. Serious accidents are recorded in the Workplace Health and Safety Register. Students treated with Emergency First Aid at Sick Bay, will receive a Sick Bay/First Aid Advice slip for your information.

Parents responsibility if your child is ILL/INJURED at school - In order to contact you in an emergency, it is crucial that you supply us with emergency contact phone numbers on the Confirmation Enrolment Form, and that you advise us in the event of any change of those numbers.

Sick Bay – If parents are unable to take time from their workplace to care for their child, the expectation of the school is that the person nominated as your Emergency Contact will collect your child. Our Sick Bay is available for Emergency First Aid only, as it is not the school’s role or any School Officer’s role to supervise sick children all day.

Oral medication - can only be administered if accompanied by a Student Medication Request Form (issued by the School Office or downloaded from our School App or Parent Portal and signed by a Medical Practitioner). Medication will then be administered by office staff and signed-off upon dispensing. This medicine must be in its original package/bottle with the dosage displayed. This procedure includes over-the-counter cough mixtures or ear/eye drops.

INFECTIONIOUS DISEASES & EXCLUSION OF STUDENTS FROM SCHOOL
The following information is provided by the Queensland Department of Health:

Chicken Pox: Exclude for 6 days after the first spots appear.
Conjunctivitis: Exclude until discharge from eyes has ceased.
German Measles: Exclude for at least 7 days from the appearance of the rash or until a medical certificate of recovery is produced.
Head Lice, Scabies: An alert notice and letter asking for action to be taken at home managing head lice, is sent home with all children in the classroom(s) concerned or the whole school. Teachers arrange class activities to minimise head-to-head contact between students, and encourage the same in the playground.
Impetigo: Exclude until sores have fully healed. The student may be allowed to return provided that appropriate treatment is being applied and sores on exposed surfaces such as scalp, face, hands or legs are properly covered with occlusive dressings.
Influenza: All Strains - Influenza or ‘the flu’ is a highly contagious disease caused by infection influenza type A or B (or rarely C) virus. Ways to protect yourself and others are to:
- stay home when you are sick.
- wash your hands regularly with soap and water or use an alcohol based hand gel.
- wash your hands prior to touching your eyes, nose and mouth.
- when coughing or sneezing, cover your mouth and nose with disposable tissues which should be disposed of immediately.
- maintain at least one metre distance from people who have flu-like symptoms such as coughing or sneezing.
- consult your doctor if you have a cough and high fever (38°C or more) and follow their instructions, including taking medicine as prescribed.
- Exclude until well.
INFECTIOUS DISEASES & EXCLUSION OF STUDENTS FROM SCHOOL (CONT)

**Infectious Hepatitis:** Re-admit on receipt of a medical certificate of recovery or on subsidence of symptoms when no medical certificate is available.

**Measles:** Exclude for at least 7 days from the appearance of the rash or until a medical certificate of recovery is produced.

**Mumps:** Exclude for 2 weeks from the onset of swelling, or until fully recovered.

**Ringworm:** Re-admit when appropriate treatment has commenced, and is supported by a medical certificate.

**Slap Cheek:** An alert notice is sent home with all children in the classroom(s) concerned.

**Streptococcal:** Exclude until at least 7 days after the symptoms have subsided or until a medical certificate of recovery is produced.

**Whooping Cough:** Exclude for 4 weeks from the onset of the whoop, except that the period of exclusion may be less than 4 weeks if there is no whoop and a medical certificate is produced.

**LATE ARRIVALS/ EARLY DEPARTURES**
Students who arrive at school after 8.40am and who depart before 2.55pm **are required** to report to the school office to obtain a "late slip" or "permission to leave the school grounds".

**LITURGIES**
Our school places a high degree of emphasis on the Religious life of the school. Whole school and class masses are celebrated throughout the term. Parents are invited to attend their child's class mass and any whole school mass celebrated during the school year, e.g. Mother's Day and Father's Day.

**MOBILE PHONES**
On occasions parents require students to carry mobile phones to school for communication purposes. Students with mobile phones are required to sign them in and out at the school office.

**PARENT/TEACHER CONFERENCES**
Teachers are willing and available to meet with parents to discuss concerns relating to your child's progress. It is desirable to arrange a meeting date in advance in order to give the teachers time to prepare for a meaningful discussion. This process is facilitated by our Parent/Teacher Online Program. Teachers are unavailable for consultation during school hours. Parent/Teacher Online program is used for formal parent teacher interview appointments.

**POSITIVE BEHAVIOUR SUPPORT**
Everyone at St Agatha’s has the right to:
- Feel safe
- Grow spiritually, academically and emotionally in a supportive, community environment.
- Cyber Safety

**Bullying is not tolerated at St Agatha's School.** St Agatha’s school rules are simple:
- Be safe
- Be respectful
- Be responsible
Some examples of these rules are:
- Do what the teacher says, when the teacher says it
- Hands and feet to yourself
- No hat : No play
- Speak to please, not to tease
- No toys from home e.g. Toy guns or weapons, ipods or digital games

A behaviour matrix has been created by staff which describes expected behaviours in a variety of contexts. This behaviour matrix can be found on our school website. St Agatha’s Bullying Policy can also be found on our school website, and is underpinned by the Brisbane Catholic Education Bullying Policy.

SACRAMENTAL PROGRAMME
The Sacramental Programme is conducted by the Parish with support from the school. From 2016 children will enrol for all three sacraments, which will be celebrated over a three year period. Confirmation will be celebrated in Year 3, First Communion in Year 4 and Reconciliation in Year 5. For more information please see the attached leaflet in your pack.

SMOKING
Smoking is NOT PERMITTED on school grounds at any time.

STUDENT SAFETY-BEFORE & AFTER SCHOOL HOURS
No child should be left unsupervised on the school grounds at any time. Supervision offered by the school begins at 8.15am each day. All students who arrive at school before 8.15am must be enrolled at Outside School Hours Care, located in the O’Connell Centre. Students remaining on school grounds after 3.20pm will be enrolled at Outside School Hours Care. A fee will be incurred for this service. Children not enrolled at St Agatha’s, including siblings attending kindy or Pre-Prep, must not be left unsupervised by parents on school grounds at any time.

SUN SAFETY
All students, staff and visitors are required to adhere to Workplace Health and Safety Guidelines in the use of sun protection while on school business. This is achieved by wearing a hat or using an umbrella when outdoors. Sun-safe swim wear is compulsory for students during the swimming season as well as sunscreen application. All students are required to wear the school hat at all times while outdoors.

VISITORS
All visitors, parent helpers and contractors are required to report to the School Office on arrival for accreditation. Visitors should only be on school premises while conducting school business.

VOLUNTEERS AT SCHOOL
In the interest of student protection, volunteers are asked to read our Volunteer’s Handbook and sign and return the document to acknowledge their responsibility for student safety. A register of volunteers is kept at the office. Volunteers must sign in at the school on each occasion.
Volunteers Code of Conduct flyer contains Policies and Procedures for all Community members working with students.
Parent Code of Conduct flyer contains Policies and Procedures for all Parents while on the school campus.
INFORMATION FOR SEPARATED PARENTS

St Agatha's School welcomes and supports students in their Primary Years of learning. Our goal for students is to create an environment where they are free to play and to learn so that they can grow and flourish in the academic, spiritual and personal dimensions of their life.

Sometimes students belong to a family where their parents have separated. It is not the school’s role to take sides in any family proceedings, or to be a sounding board for dispute resolution between parents. In order to support and promote a meaningful relationship between parents and the school, we ask to be aware of the following procedures, which will enhance communication between school and parents in this scenario.

- The school will only deal with those people who are identified as parents or legal guardians according to the school’s Enrolment Application form.
- All parents are free to attend school events to which there is a general invitation or for routine events (e.g. pick up), unless there is a court ordered arrangement in place which may prevent this from happening. We ask that you respect the school’s position and desire to keep your children safe.
- Parents are required to keep the school informed of court orders in respect of how the parents deal with their child and the school.
- Both parents are expected to attend Parent/Teacher interviews and/or Learning Support meetings together. Appropriate social behaviour is expected from parents during these meetings.
- School reports issued at the end of Semester 1 and Semester 2 are mailed to both parents who are separated, where current addresses have been supplied to the school.
- A donation is requested for duplication of Reports/Newsletters/Naplan Reports etc.
- Folders which contain duplicate notes, permission, excursion forms, newsletters etc. are kept at the school office for parents of separated families to collect at the end of each week.

At St Agatha’s we view our responsibility as one that responds to the needs of all students and families to the best of our ability, from a reasonable expectation and with a responsibility for duty of care to respond to safety issues regarding the students. In our years of experience we have learnt that children’s development is enhanced when they attend school free of the burdens that may exist in their family life. This anonymity allows children and staff to work together in a productive and positive environment, of which ultimately benefits the students.
Curriculum

The Australian Curriculum is the foundation for teaching and learning from Prep to Yr 6 at St Agatha’s. All students participate in specialist Music, Health, Physical Education, Art, Drama, Dance and Swimming classes.

ART
All students participate in classroom Art lessons as a component of the Arts syllabus. Private tuition in “Intensive Art Workshops” are also available.

CHESS
Chess tuition is available from Gardiner Chess for students from Prep to Year 6.

DANCE
Modern Dance is a part of our Health & Physical Education curriculum for students from Prep to Year 6.

DRAMA
All students participate in classroom Drama lessons as a component of the Arts syllabus. Private tuition in Speech and Drama is also available.

ENRICHMENT PROGRAM
For a student consistently Achieving Well above the expected year level, our student support team may recommend an investigation into further enrichment for the student. Surveys and tests may be conducted to identify significant curriculum differentiation which can be set in place to adequately challenge the student in his/her learning.

All Prep students are screened by the following Professional Consultants:
- Speech Pathologist
- Occupational Therapist
- Audio Clinic

All subsequent reports are distributed to parents for further discussion with the school.

LANGUAGES OTHER THAN ENGLISH (L.O.T.E)
All students in Years 5 & 6 participate in Japanese lessons each week.

1-1 LAPTOP PROGRAMME
Students from Yrs 4-6 experience the latest in digital pedagogy in their classroom through the use of our 1 to 1 Laptop Programme. Students from Prep to Yr 3 use a combination of laptops and iPads to support their digital learning. Hi speed, Wi-Fi connection exists throughout the entire school campus to ensure learning anywhere, anytime for all students. St Agatha’s purchases these laptops in order for students to have 24/7 use of the devices. A Supporting Tech Levy contributes towards the software maintenance cost of the program.

MATHLETICS
Our school supports online learning and families will be enrolled in the Mathletics programme. This will enable teachers to individualise instruction in Mathletics, and for students to use the programme outside the school setting. There will be an annual levy charged to school fees for Mathletics.
MUSICAL THEATRE
Our school offers Musical Theatre classes to all students from Prep - Yr 6, where students learn basic stage craft, creative skills and the enjoyment of singing.

MUSIC, PRIVATE TUITION, BAND & VOCAL LESSONS
Our school has a strong commitment to music, private tuition for various musical Instruments and to the development of a School Band. Parents are encouraged to consider providing their children with the opportunity of learning to play a musical instrument. The school also provides opportunities for children to join the junior and senior choirs. Private vocal tuition is also available.

SPORTS & PHYSICAL EDUCATION
Sport and Physical Education are valued at St Agatha’s as an integral aspect of each child's development. There is a strong emphasis on skill development through a physical education program that is based on fine and gross motor skill development. Students are also involved in inter school competitive sports, which include netball, AFL, softball, t-ball, zone athletics, swimming and cross country.

STUDENT SUPPORT TEAMS
Programmes are developed and implemented with teachers, students and parents in a co-operative mode. Liaison with outside specialist (Occupational Therapists, Pediatric Specialists etc.) is an important part of the role. Our Student Support Team provides strategies for the needs of all students. This team is comprised of our Guidance Counsellor, Support Teacher- Inclusive Education, Principal, Parents and Class Teacher. The school also offers support through the services of a school based Speech Pathologist.

SWIMMING
All students are instructed by qualified swimming instructors at Nudgee College in Yrs 3-6 and St Rita's in Prep – Yr 2. Students in Yrs 3-6 attend lessons in Term 1 and Prep - Year 2 students attend during Term 4. Children must wear swimming caps, goggles and sunscreen as well as their St Agatha's togs and swimming shirts in house colours.

TECHNOLOGY
Computers enhance the delivery of the curriculum through the development of classroom pedagogy. St Agatha’s has incorporated a school network of classroom computers. Students also have access to technology such as digital cameras, scanners, DVD-writers and varied printers as well as a range of curriculum and reference software. All classrooms are fitted with Interactive Whiteboards or LED interactive touch screens for teachers and student use. St Agatha's prides itself on being on the cutting edge of the educational use of digital technology. All classrooms are fitted with Sound Fields to ensure all students hear their teachers’ instructions.

TENNIS
Tennis instruction is available from Fancutts Tennis Centre. Lessons are conducted before and after school hours on our tennis court. Information regarding details of these private classes will be sent home at the beginning of the year and information is available from the school office.
PREP
All Prep students in Semester 1 each year will be provided with the services of:
- Audio screening
- Occupational Therapy screening
- Speech & Language assessment
This will assist students to experience success in their learning.

BOOKCLUB
Our school provides the opportunity for children to purchase books, software, magazines, kits etc. at a reduced price, through BOOKCLUB. This service is provided by a volunteer parent elected at the P&F Association AGM.

COMMUNICATION WITH PARENTS
The school will communicate with parents using the following digital technology:
- Parent App for iphones and ipads - please go to the App store and download the free BCE Connect App.
- eNewsletter
- Facebook – St Agatha’s Primary School Clayfield
- Twitter @ st_agathas
- School website – www.stagathasclayfield.qld.edu.au
- Parent Portal – please go to our BCE Connect School app and follow the instructions to access the Parent Portal
- P/T On Line – Parent Teacher Interview Process
- SMS – School to Parent text messaging
- Talking Board – On Crombie St

These digital methods of communication will enable parents to have current calendar dates, event information, messaging, enrolment information and school news at their fingertips.

FIELD TRIP INFORMATION
This levy is paid at the beginning of the year and covers field trips, and class activities (except camp) for all classes throughout the year. Parents are informed in advance of any field trip undertaken by their class and are asked to return a permission form for each trip. Parents are always encouraged to be available to assist with class field trips. Toddlers are not permitted to attend school field trips. Classes will also participate in activities within our school that are funded by this levy. Supervised visits to our Parish Church and also to St Rita’s College for use of College facilities are seen as part of our on campus curriculum and therefore permission forms are not required for these activities.

FIRE DRILL AND LOCKDOWN PROCEDURES
Our school regularly conducts Fire Evacuation drills and Lockdown drills in accordance with Workplace, Health and Safety Legislation. Parents who are on the property during these drills are also required to participate in the drill.

REPORTING TO PARENTS
Written reports are sent home twice a year. Parent/Teacher interview opportunities will be available throughout the year. These opportunities are also supported by the use of student folios.
LIBRARY RESOURCE SERVICES
Every year our school celebrates Book Week with parents' involvement in varying ways. Parents are also encouraged to consider donating a book/resource to our school library.

LOST PROPERTY
All unnamed and unclaimed items are placed in the lost property area located in the hampers on the first floor. All uniforms should be clearly labelled with the student's name for ease of identification.

OUTSIDE SCHOOL HOURS CARE (OSHC)
OSHC Phone Number: 07 3326 9208
Child Care Rebate Number (CRN): 555 008 842J
Vacation Care Rebate Number (CRN): 407 379 92V
Coordinator: Ms Harmony Domaille

The Outside School Hours Care Programme is conducted on school premises.
Before School Care begins at 7am and concludes at 8.40am.
After School Care begins at 2.55pm and concludes at 6pm.
Vacation Care is conducted at term holiday breaks.

Registration is essential for your child to attend Outside School Hours Care. Bookings must be made by 6pm the day prior to attendance. Cancellations must be made by 6pm the day before or the full fee will apply.

All children must bring a hat to Outside School Hours Care. The service provides sunscreen.

It is the responsibility of all parents or guardians to sign your students out of the service each day. Failure to do so could result in the cancellation of your Childcare Rebate. Fees are payable by cash, cheque or credit card/EFTPOS. Accounts are to be paid in advance.

PARENT INVOLVEMENT IN SCHOOL ACTIVITIES
Your involvement in school activities can demonstrate to your child your interest in his/her education.

The following are some ways in which parents can help:
• Listen to your child and respond positively about school activities
• Assist teachers by helping in the classroom as requested
• Become actively involved in the P&F Association
• Assist other parents with working bees, social functions and Fund-raising activities
• Read the School Newsletters thoroughly
• Attend class/school Masses and liturgies
• Attend Parents & Friends Meetings
• Assist in the library

ROAD SAFETY
Our school is committed to the programme of having the pedestrian crossing in Oriel Road supervised by a person appointed by the government authority. This person supervises the crossing in the morning and afternoon to ensure the safety of St Agatha's children. Our school is supported by our local Police through the Adopt A Cop programme. Parents are encouraged to participate in the ‘pick up’ and ‘drop off’ program at Crombie St.
SCHOOL ASSEMBLY
School assembly is held each week at 2.25pm on Tuesday. Assembly is led by our Yr 6 students. School prayer is led by individual classes each week. Student awards and birthday awards are also presented at weekly assembly.

SCHOOL BOARD
Our School Board provides a partnership between the School, Parents and the Parish community. The School Board endorses, validates and reviews the decision-making processes of the Principal and Pastor. The School Board uses the model of shared wisdom; it is not a management board. Membership of the School Board comprises the Parish Priest, Principal, Staff members, Parents, Parish members, Co-opted members. Board members are not 'representatives' of constituent groups; rather they contribute to discussion from a variety of perspectives.

SCHOOL LEADERSHIP
Our Yr 6 Leadership Programme is an important component of our school community service. All Year 6 students participate in leading weekly assembly as well as working with their Prep buddy. Our Yr 6 students prepare for this role through their annual Leadership Retreat Day.

SCHOOL NEWSLETTER
An eNewsletter is distributed to families each Thursday. The purpose of the newsletter is to keep you informed of the activities and events of our school community. The newsletter is also published online on our school App. Our school's App, BCE connect is available from the itunes store for both iphone and ipad devices.

SENIOR SCHOOL CAMP ACTIVITIES
At St Agatha's School we strive to present varying environments and activities for our students each year at various camp sites. Parents are advised that these costs are invoiced separately from the Excursion/Activity Levy.

Students in Years 5 attend camp each year. The Yr 6 students participate in a tour of Canberra, our Nation's Capital, as an integral part of their curriculum.

SPORTING COLOUR TEAMS
At the time of enrolment each child will be assigned to a Colour Team House. Siblings will be assigned to the same Colour Team. St Agatha’s colour Team Houses are Carmels (Gold), Lourdes (Blue) and Nagles (Red).

ST AGATHA’S SCHOOL PARENTS & FRIENDS ASSOCIATION
The P&F Association represents the parents and carers of all students attending St Agatha’s School. As well, it aims to promote a spirit of friendship and cooperation within the school community. It is a means by which parents can become actively involved in the life of the school and participate in the educational, spiritual and personal development of their children.

One of the main tasks of the P&F Association is the co-ordination of parental involvement in social, special project and fundraising activities within the school community.

The P&F Association hold monthly meetings. The P&F Association has an administrative structure that includes a President, Vice-President, Secretary and Treasurer. The Principal, APRE and Parish Priest are all ex-officio members of the P&F Association.
The school uniform should be worn with pride at all times by all students from Prep - Yr 6. All students must wear a school uniform hat while outdoors.

Girls wear brown leather shoes, and boys wear black leather shoes with their day uniform. Girls wear white joggers (shoes), and boys wear black joggers (shoes) with their sports uniform.

Jewellery, nail polish, any accessories and rubber wrist bands are not part of the school uniform. Girls are permitted to wear studs or sleeper ear rings only. Hair ties etc. should be in school colours. Girl’s hair below the collar line must be worn in plaits or pony tails to ensure successful participation in all school activities.

School colours for hair accessories are Navy, Light Blue and White.

All uniform requirements, except shoes, are available from the Uniform Shop.

<table>
<thead>
<tr>
<th>Girls School Uniforms</th>
<th>Boys School Uniforms</th>
</tr>
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<tbody>
<tr>
<td><strong>Formal Uniform for Girls</strong></td>
<td><strong>Formal Uniform for Boys</strong></td>
</tr>
<tr>
<td>▪ Day Uniform Dress</td>
<td>▪ Short sleeve blue shirt with crest</td>
</tr>
<tr>
<td>▪ Brown ankle socks &amp; brown leather shoes</td>
<td>embroidered on the pocket</td>
</tr>
<tr>
<td>▪ Navy blue school hat</td>
<td>▪ Navy shorts</td>
</tr>
<tr>
<td>▪ Navy school jacket</td>
<td>▪ Navy knee-high socks &amp; black leather shoes</td>
</tr>
<tr>
<td>▪ Navy school vest</td>
<td>▪ Navy blue school hat</td>
</tr>
<tr>
<td>▪ Navy school pullover</td>
<td>▪ Navy school jacket</td>
</tr>
<tr>
<td>▪ Brown stockings to be worn with day dress</td>
<td>▪ Navy school track pants</td>
</tr>
<tr>
<td>▪ Hair accessories – Navy, Light blue &amp; White</td>
<td>▪ Navy school vest</td>
</tr>
<tr>
<td>▪ Navy school pullover</td>
<td>▪ Navy school pullover</td>
</tr>
<tr>
<td>▪ Navy school jacket</td>
<td></td>
</tr>
<tr>
<td>▪ Navy school vest</td>
<td></td>
</tr>
<tr>
<td>▪ Navy school track pants</td>
<td></td>
</tr>
<tr>
<td><strong>Sport Uniform for Girls</strong></td>
<td><strong>Sport Uniform for Boys</strong></td>
</tr>
<tr>
<td>(worn twice weekly – days notified by class teacher)</td>
<td></td>
</tr>
<tr>
<td>▪ Navy blue culottes</td>
<td>▪ Navy blue shorts – school polo shirt</td>
</tr>
<tr>
<td>▪ School polo shirt</td>
<td>▪ Colour team shirt</td>
</tr>
<tr>
<td>▪ Colour team shirt</td>
<td>▪ Black leather joggers</td>
</tr>
<tr>
<td>▪ White leather joggers</td>
<td>▪ Navy ankle length socks with school name</td>
</tr>
<tr>
<td>▪ White ankle length school socks with school name</td>
<td>▪ Cap for swimming in house colour</td>
</tr>
<tr>
<td>▪ Navy school leggings with crest to be worn with sports uniform</td>
<td>▪ St Agatha’s swimming togs in house colours</td>
</tr>
<tr>
<td>▪ St Agatha’s swimming togs in house colours</td>
<td>▪ Sun safe swimming shirt in house colours</td>
</tr>
<tr>
<td>▪ Sun safe swimming shirt in house colours</td>
<td>▪ School athletics shirt and shorts are available for purchase and hire</td>
</tr>
<tr>
<td>▪ School athletics shirt and shorts are available for hire and purchase</td>
<td></td>
</tr>
</tbody>
</table>

The Uniform price lists are available from the school office or from the Uniform Shop located next to Outside School Hours Care. Prices are subject to change. The uniform shop has credit card and EFTPOS facilities for ease of payment.
FINANCIAL PROCEDURES
School Fees Accounts are sent home at the beginning of each term. No Catholic child will be denied a Catholic education through an inability to pay school fees. Any arrangements for concessions have a limited time frame and must be reviewed at least every six months.

A Debt Collector will be engaged by the school to finalise outstanding accounts for families no longer enrolled at St Agatha’s.

CREDIT CARD/EFTPOS FACILITIES
The school has Credit Card, EFTPOS, BPay and Direct Transfer facilities to assist with payments of school fees and uniform shop purchases.

ENROLMENT APPLICATION & CONFIRMATION FEES
Enrolments currently attract an application fee as well as a Confirmation of Enrolment Fee. The application fee paid when the enrolment application is lodged is non-refundable. The confirmation of enrolment fee is deducted from the First Term fees.

WORKPLACE HEALTH & SAFETY
All members of the school community are expected to comply with directions given by our Workplace Health and Safety Officer while on the premises.

School Website Information
www.stagathasclayfield.qld.edu.au

eNewsletter – Contact details for the eNewsletter are obtained from your child’s Confirmation of Enrolment form. Please ensure these are current at all times.

SMS – Primary contact only (Parent 1).

BCE Connect School App – Download the free App from the iTunes App store St Agatha’s Catholic Primary School – see page 13.
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