

Dear Parents

Welcome to St Kieran's Catholic School. We hope your time here with us will be both rewarding and enjoyable. St Kieran's is a close-knit community with strong links between the school and the parish. The parish is run by priests from the Augustinian order and their spirit of friendship and welcome pervades the community.

As a Catholic school we work effectively to uphold and nurture the values and beliefs of the Church and we strive to create a welcoming and inclusive community of faith, hope and love.

We celebrate and teach the word of God while at the same time showing authentic public witness to our Christian faith. We want our students to worship publicly as Christians with the love and support of their community and we want them to be strong and confident participants in the Catholic story. We hope they will choose to care for and contribute to this community and that they will be proud to be Catholic.

To put this into practice at St Kieran's we strive to:

- Φ help each of our members develop their spirituality and come to know Christ as a friend
- Φ foster Gospel values in all that we do
- Φ act as peacemakers
- Φ promote a love of learning
- Φ foster a sense of justice and compassion and
- Φ respect the dignity of each person.

We have a dedicated and talented staff that is always striving to promote and nurture quality teaching and learning. The Catholic commitment to love, justice and equality implores us to ensure that all in our community feel they are valued and successful.

Regards

Terri Paterson  
Principal

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*School Office:*

**Telephone:** 9949 3523

**Fax:** 9949 2230

[mail@stkieranmnlyvle.brokenbay.catholic.edu.au](mailto:mail@stkieranmnlyvle.brokenbay.catholic.edu.au)

*Parish Office:*

**Telephone:** 9949 4455

**Parish Priest:** Fr Peter Wieneke





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## Our Vision

*At St Kieran's Catholic School we believe that the quality of relationships between parish, home and school is a source of strength and unity to our community.*

*We are a Christ-centred Parish School community, one which strives to develop the uniqueness of each child through the development of quality teaching and a stimulating learning environment.*

*In our community Pastoral Care is given priority as a means of developing a distinctive Catholic climate and a strong sense of school community, which echoes our motto ...*

***“To learn and to love.”***



## A Short History of St Kieran's

St Kieran's Primary School is part of the Catholic Community of North Harbour parish. It is a vibrant and close-knit community, with the school being an integral part of the overall parish life. The school's vision statement reflects strongly this belief in the relationships between the school, the parish and the home. It is seen as a source of strength and unity amongst the groups. The school's motto, *To learn and to love*, is highly valued by the whole community – students, parents and teachers.

St Kieran's was one of the parishes that were established on the Peninsula from the original parish of Manly. Monsignor McDonald, the legendary parish priest of Manly, dedicated the church in honour of the patron saint of his old school, St Kieran's College, in Kilkenny.

The foundation stone of St Kieran's Church/School was laid on April 20 1952 by the late Bishop Eris O'Brien, on behalf of the late Cardinal Gilroy and the first mass was celebrated by Rev. Father John Walsh, the assistant priest from Manly. The Augustinian priests took responsibility for the parish in this year. Father D.B. Ormonde OSA was appointed as the first Parish priest. The Augustinians have provided guidance and support to the school since this time. They have contributed greatly to the everyday life of the school and to its strategic direction.

St Kieran's Parish School was opened in January 1953 with an enrolment of 30 children. In February, 1955, an extension of two classrooms was made to the school/church. The Sisters of the Good Samaritan ran the school from the beginning until 1974 when they handed over the Principalship to a lay person. The Sisters continued to be part of the staff until 1977, when they withdrew from the school altogether.

At the commencement of the school year in 1959, there were 276 children in attendance and so after a fund-raising drive, a local parishioner was appointed to add a second-storey to the existing building.

Early in 1960 a cottage was purchased to serve as a Parish Meeting Place and the school tuckshop. The cottage was eventually demolished to make way for the present church. Another house in King Street was purchased and was used as a classroom and staffroom until it too was demolished to make way for the erection of a new priory for the priests of the parish. This was officially opened in 1980, with the old priory becoming the School Administration block. A new classroom block comprising five general-purpose learning areas was completed in 1983. The Parish Centre and Hall was opened in 1998.

During 2002 there was an extensive rebuilding project that culminated in new administration offices, library, technology centre and one new classroom being opened in October. The playground also received a significant upgrade at this time. In 2006 the Manly Vale parish combined with St Cecilia's parish to become the Catholic Community of North Harbour under the continued direction of the Augustinians.



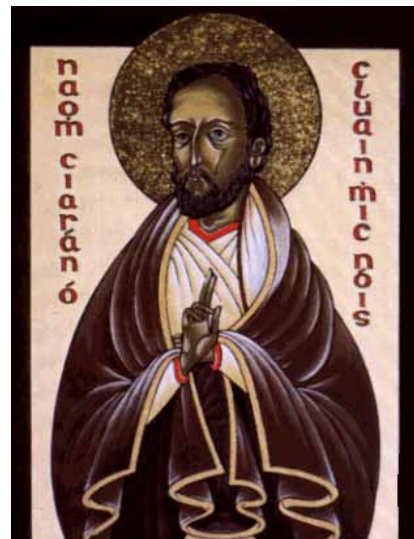
## Our Patron Saint: St Kieran

We know him as St Kieran, but in the Gaelic language there is no letter *K*. Ciaran Mac an Tsair, or *Ciaran the Son of the Carpenter*, was thought to have been born in 516AD at Cape Clear, Ireland – in south-west Cork. He died on September 9, 540AD of the yellow plague. Ciaran is remembered today as being the founder of the great teaching monastery at Clonmacnoise. He is also remembered for having a number of colourful legends associated with his life.

St Ciaran's formal education was with St Diarmuid of Clonard and St Finian – tutor of the ancient saints of Ireland. One night St Ciaran and St Enda, a fellow student, had the same vision:

*... of a great fruitful tree beside a stream, in the middle of Ireland, and it protected the island of Ireland, and its fruit went forth over the sea that surrounded the island, and the birds of the world came to carry off somewhat of its fruit.*

Enda interpreted the dream to mean that the great tree was Ciaran, for he was great in the eyes of God and men of all Ireland would be full of his honour. Ciaran was told that the vision meant he should go to the bank of a stream, and there found a church. Ciaran chose Clonmacnoise, on the Shannon River, for the site of his church because of its ideal location at the junction of the river and road travel in Celtic Ireland. Shortly after his arrival, Ciaran met Prince Diarmuid who helped him build the first church – a small wooden structure, and the first of many small churches to be clustered on the site.





## Our Curriculum

At St Kieran's we offer a balanced and diverse curriculum, dedicated to the development of the whole child. Our school vision highlights our commitment to quality teaching and a stimulating learning environment. We are proud of our academic achievement and our ability to meet the needs of individual students.

Everything that happens in schools can be called the curriculum, however it usually refers to the planned learning activities. In Catholic primary schools the curriculum is divided into seven Key Learning Areas (KLAs). These are:

- Religious Education
- English
- Mathematics
- Science and Technology
- Human Society and Its Environment
- Creative Arts
- Personal Development, Health and Physical Education.

The Catholic Schools Office of Broken Bay, our governing body, sets the Religious Education Syllabus. The NSW Board of Studies develops the other six key learning areas.



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## Religious Education

The religious education curriculum acknowledges and supports the parents in their role as the prime educators in the faith of their children. It is designed to develop the student's growth in, and understanding of, the wonder of a faith relationship with God our Father, Jesus Christ and the Holy Spirit.

Through the curriculum the children are invited to participate in this faith relationship by learning about the history and traditions of the Catholic Church and the Scriptures. The curriculum content also supports parents in the preparation of their children for the sacraments.

At St Kieran's, our strong relationship with the parish supports us in creating a community that, hand in hand with the parents, fosters our students' faith development.

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## English

English is the key learning area where students develop knowledge, skills and understandings about English language and literature. At the core of the NSW K-6 English syllabus is an emphasis on language as a living phenomena – a resource for making meaning in real-life situations.

The outcomes and content of the English syllabus are organised into three strands:

- Talking and Listening
- Reading
- Writing

When students engage in English learning experiences they will develop the ability to talk, listen, read, view and write with purpose and confidence. They will develop knowledge of the ways in which language varies according to context, i.e. purpose, audience, channel of communication and content.

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## Mathematics

Mathematics is the study of number and space. It is a search for patterns and relationships that will lead to the development of concepts and generalisations that can be applied in finding solutions to problems, improving our understanding of the world around us and meeting the needs of specific people. It is a way of thinking characterised by exploring, manipulating, classifying, generalising, abstracting, estimating, calculating, predicting, describing, deducing, drawing and measuring.

Mathematics is a powerful, precise and concise means of communication used to represent, to interpret, to explain and to predict. It is an essential and relevant part of everyday life.

The outcomes of the Mathematics syllabus are divided into six strands:

Number, Patterns and Algebra, Data, Measurement,  
Space and Geometry and Working Mathematically



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## **Science and Technology**

In Science and Technology students learn about the natural and built environments by investigating, by designing and making and by using technology. Learning in science and technology draws on and contributes to learning in the other key learning areas. Science is concerned with finding out about the world in a systematic way. Findings are accepted if they can be verified. Our students come to view science not just as a body of knowledge, but also as a process of investigation. Because knowledge in our modern world is being generated at a phenomenal rate, part of a quality science education is ensuring our students acquire the processes and skills needed to access this knowledge.

The science syllabus is divided into six strands:

- Built Environments
- Information and Communication
- Living Things
- Physical Phenomena
- Earth and Its Surroundings
- Products and Services

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## **Human Society and Its Environment**

Human Society and Its Environment (HSIE) is the key learning area where students gain an enhanced sense of personal, community, national and global identity and where they are enabled to participate effectively in maintaining and improving the quality of their society and environment.

The four strand of the HSIE syllabus are:

- Change and Continuity
- Cultures
- Environments
- Social Systems and Structures

Through these strands students explore the content of history, geography, Aboriginal education, citizenship, environment and multicultural education. HSIE is often integrated with relevant religious education, science or English topics.

In HSIE, students develop skills of identifying and gathering information, historical inquiry, critical thinking, mapping, presenting information and participating with others.



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**Personal Development, Health and Physical Education**

This key learning area is directly concerned with the development of the student as a whole person. Its implementation has the potential to contribute to improved and ongoing quality of life for all students. It is based on a broad notion of health that encompasses all aspects of an individual's wellbeing, inclusive of social, mental, physical and spiritual health.

At St Kieran's our programs focus on encouraging students to make informed decisions related to health and physical activity and develop positive attitudes towards a healthy lifestyle. The syllabus covers the development of skills and knowledge and understandings. It is divided as such:

- Skills:*
- Communicating
  - Decision Making
  - Interacting
  - Moving
  - Problem Solving
- Knowledge and Understandings:*
- Active Lifestyle
  - Dance
  - Games and Sports
  - Growth and Development
  - Gymnastics
  - Interpersonal Relationships
  - Personal Health Choices
  - Safe Living

At St Kieran's we employ a specialist Physical Education teacher who works with each class for one lesson per week. In addition, years 3-6 participate in a school sports program and K-2 in a gross motor program.

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**Creative Arts**

The Creative Arts syllabus is divided into four strands:

- Visual Arts
- Music
- Dance
- Drama

The syllabus is designed to enable students to gain increasing understanding and accomplishment in the four strands. It aims to develop a commitment to participate in, and develop a life-long appreciation of, the arts.

At St Kieran's we have a specialist music teacher who teaches each class for one lesson per week. We have a strong band program for students in Years 3-6.

Drama is available through a private teacher and lessons are conducted either during lunchtime or after school.



# How Do Children Learn?

## **Everyone should be treated with respect and dignity**

We expect that this will be acted out by students, teachers and parents. Children learn best in an environment that values them as a person, and where they can see the adults around them model appropriate behaviour.

## **Children learn well when they feel safe yet challenged**

Our students need reassurance that their efforts are valued and that the significant adults in their lives are encouraging of their attempts to learn. Children need to take some risks in their learning and if they learn to fear making mistakes, their learning will be hampered.

## **Learning is about making meaning**

Children naturally strive to make meaning from their world. Their curiosity leads them to explore their surroundings, solve problems and make sense of things. Children begin this process from babies and it is important that schools recognise that they come to school as problem solvers and continue to learn to develop this skill.

## **Children learn in different ways and at different rates**

Children's level of maturity and stage of development influences whether they are able to learn a particular skill or concept at a particular time. It is important to focus on each child's individual progress and not devalue his or her learning by comparing it to someone else.

## **Children learn by being actively involved, by watching and by imitating**

They learn effectively from each other as well as adults and they deepen their understanding when they explain their thinking or demonstrate their skills to others.

## **When children experience success, their self-confidence rises and they learn more effectively**

As adults we must encourage and support our students and adapt their learning environment to suit their needs to ensure they can succeed and grow in their belief in themselves.

## **Children learn through play, through handling materials and through solving real-life problems**

Because of this, the modern-day classroom can be a very different place from when we were at school. Students are encouraged to use equipment to solve problems and to apply their knowledge to their own life.

## **Talking helps children learn**

Children learn when they ask questions, explain things, hear different points of view or think aloud. Talking is an effective means of clarifying and consolidating ideas and learnings.



## Supporting Your Child's Learning

At St Kieran's we acknowledge the valuable role parents play in the education of their children. As a parent you are your child's most enduring teacher. One of the best ways you can help your children learn is to talk with them about things they are really interested in. Adults and friends can help children learn by:

- giving them lots of time and opportunity for play
- listening to them
- answering their questions (even when they are endless)
- talking with them about things they want to talk about
- looking at books together
- valuing the steps they take in their learning journey, no matter how small
- letting your children see you as a learner
- showing that you value learning
- reading and telling stories
- encouraging their imagination and creative play
- encouraging them to question
- providing them with different experiences
- sharing their excitement about learning and discovering
- joining in their play when invited
- giving them lots of encouragement, understanding, affection and acceptance
- making sure they have a balanced diet, plenty of exercise and adequate sleep
- having high expectations – of conduct as well as achievement
- helping set achievable goals and clear guidelines for behaviour
- praising specifically (eg) "that is a well written sentence", rather than "Well done".
- don't put your worries on children's shoulders

**and most importantly ...**

- spend time with them



## How to Become Part of the Life of St Kieran's

Parents are encouraged to take part in the life of St Kieran's school. The extent to which you are able to do this will, of course, depend on your circumstances. Many parents find their time is limited, but there are many ways you can join in without needing to be at the school. Examples of where parents are currently helping out in their own time include designing and maintaining the school's website, covering books at home, helping to make resources, being on committees etc.

Parents can make a better school when they ...

- make an effort to understand what the school is trying to do
- see the school as *your* school and encourage your children to see it the same way
- if possible, participate on committees and attend Parents and Friends meetings and functions
- welcome new parents and help them feel they belong
- support a broad and balanced curriculum
- encourage your children to cooperate fully, to join in all school activities and to take pride in the buildings, the grounds and the school community as a whole
- take part in the life of the parish, as it is an integral part of St Kieran's
- always be positive about your school when talking to others. If you have a problem, or are unhappy about something, please tell us
- go to school activities – open days, plays, concerts, masses, liturgies, celebrations etc.
- show your children that you have confidence in the school and their teachers



## Things You Should Know

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### Absence from School

Parents are required to provide a letter of explanation for all their children's absences from school. This is addressed to the class teacher. If parents wish, they may also ring the school office on the morning of the absence. **The phone number for absent callers is 9948 9949.**

If parents intend taking their children out of school for short or long periods, they should inform the Principal in writing.

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### Accidents and Illness

School is not the place for a sick child so we ask that you make other care arrangements on days when your child is not well. Someone will notify you if your child becomes ill at school. We are able to provide temporary care only for a sick child and therefore, parents are expected to collect or arrange for their child to be collected from school if they are ill.

In the event of an accident at school, staff members take appropriate action depending on the severity. Parents are automatically contacted if there is an injury to the head, regardless of how minor it may appear. If the school staff is in any doubt as to the severity of the accident or illness, parents will be immediately notified.

Please keep contact details current by advising the school office of any changes to home, work and mobile phone numbers.

It is imperative that the school is informed of any issues relating to your child's health. We must also have up-to-date contact details for parents and emergency contacts.

Schools are required to notify the NSW Department of Health if any child in the school contracts the following:

- diphtheria
- measles
- meningococcal
- mumps
- pertussis (whooping cough)
- poliomyelitis
- rubeolla (German measles)
- tetanus

If your child comes down with any of the above, please ring the school office as soon as a diagnosis is made.



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**Assemblies**

Whole school assemblies occur every Monday at 8:50am in the courtyard and every third Friday at 2:10pm in the Parish Centre. Parents are welcome at both. The Monday morning assembly lasts for about 10 minutes. It begins with a prayer, and includes upcoming events, acknowledgements, the singing of the national anthem and the raising of the Australian Flag.

Friday assemblies contain a class presentation or a guest speaker, class awards and any other special events. The Year 6 students run these.

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**Before and After School Care**

Before and After School Care facilities are offered on the school grounds. These are run by a representative committee of parents who administer the program. Details can be obtained from the school office. Before school care begins at 6.45am and after school care finishes at 6pm. We do not encourage parents to send children to both before school and after school regularly, as this makes for a very long day.

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**Birthdays**

The teachers are happy for the children to celebrate their birthdays at school, but please make this stress free and mess free by supplying cupcakes, slices or pre-cut cakes. Always ensure you have enough for all members of the class. The canteen offers a service for busy parents at this time.

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**Buddy System**

St Kieran's operates a buddy system between the Kindergarten and Year 6 children. Each kinder child is allocated a buddy for the year. Their buddy then becomes a friendly face in the school and your child can go to them for help and reassurance.

Sometimes the Year 6 children help their Kinder buddies in the classroom.

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**Bus Passes**

Every child who needs a bus pass must collect an application form from the Office. All children in Kindergarten to Year 2 are automatically eligible for one. Children in other years who live more than 1.6 km in a radial line from the school are also eligible. If your child lives within the radial circle but you feel a free bus pass is necessary due to reasons of safety, medical conditions or walking distance, you may appeal in writing to the Department of Transport. See the office for more details.

Currently three buses depart the school at approx. 3.15pm. The routes are as follows:

*Route 741 – Seaforth*

Condamine St, Campbell Pde, Quirk Rd, Innes Rd, Condamine St, Balgowlah Rd, West St, Kitchener St, Myrtle St, Water Reserve, Woodbine St (Nth Balgowlah shops), Eileen St, Coramba St, Taree Ave, Uranga St, Clontarf St, Lister Ave, Wakehurst Parkway, Clontarf St (Dalwood Home), Frenchs Forest Rd & Sydney Rd (Seaforth shops).



*Route 742 – Allambie*

Condamine St, Kentwell Rd, Wandella Rd, Nyrang Rd, Binalong Av,  
Kentwell Rd, Allambie Rd, Frenchs Forest Rd East & Warringah Rd.  
Terminates Cnr Warringah & Pittwater Rds.

*Route 775 – Brookvale*

Condamine St & Pittwater Rd, Warringah Mall. Terminates Cnr Federal  
Pde.

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## **Class Parents**

### **Network**

Class parents act as a liaison between parents, teachers and the Parents and Friends Association. Their duties could include organising social events for the grade, running mother's day and father's day stalls, assisting with fundraising, coordinating helpers and assisting with social events.

The class parents do not act as a person to whom other parents take complaints about teachers, the school or students. Any concerns or issues need to be addressed by the teacher with the parent concerned.

Each term the class parent network meet with the Principal to discuss and share items relating to upcoming events.

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## **Communication**

Good communication between home and school is the key to a positive relationship. Parents are encouraged to speak to their child's teacher whenever they have a concern. Please make an appointment rather than approaching the teachers when they have the students in their care. It is helpful if you alert the teachers to the issue you wish to discuss so they can adequately prepare for the interview.

School level communication occurs through a weekly newsletter (Fridays) and in some cases special flyers. The school office must receive any requests for items to be included in the newsletter by Thursday morning. Both school and class newsletters are available online.

At a class level, communication occurs through termly curriculum newsletters, interviews, reports, letters to parents and extra formal interviews as required.

If you have any concerns or issues the appropriate course of action is to approach the class teacher and not discuss it amongst other parents, including the class parent.

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## **Enrolment**

Application for enrolment is made directly to the school. This involves the completion of an application form and the presentation of the original Baptismal and Birth certificates. An application fee is paid when the form is returned to the office. An interview takes place, after which time the enrolment committee will meet to decide upon the application.



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**Excursions**

All classes go on excursions, which form an integral part of the children's overall education. They are planned to support a particular unit of work. Excursion costs are billed with the school fees. A small number of parents are usually required to help with each excursion. Teachers will notify parents of the excursion details and a permission note for each child must be signed and returned to the school. It is important that permission notes are signed and returned to enable the child to attend.

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**Leaving the school during school hours**

Children are not permitted to leave the school grounds during school hours. Should a child have an appointment or need to leave the school early for any reason, the class teacher should be informed by the morning and a partial absence form filled out at the office.

If a child needs to be picked up from school by someone other than the authorised person, the class teacher must be notified.

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**Lost Property**

Lost property can be a huge problem in schools. Most of it is caused by items not being labelled. All children's clothing and belongings must be clearly labelled. Any lost property is placed in a container outside room 1 (kindergarten). Any unlabelled clothing that is not claimed at the end of each term is given to the clothing pool or St Vincent De Paul.

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**Medical Conditions**

It is imperative that the school is notified of any medical condition or allergy your child may have.

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**Medication at school**

All schools within the Broken Bay Diocese must follow set guidelines for the dispensing of medication to children. For children on long term, daily medication there are six notification/permission slips which need to be collected from the office, completed and returned before medication can be dispensed.

In the case of antibiotics, common sense dictates that it is not practical to require all six notification/permission slips. We do, however, require permission in writing from the parent, stating child's name, class, type of medication, dosage and whether it is to be given at 11am and/or 2pm, which is when the office dispenses medication. Medication will not be dispensed without the necessary written permission.



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**Messages and telephone calls**

The office is open between 8:20am and 3.30pm. Teachers are unavailable during class time, but a message can be taken and they will return your call at the next available opportunity. Please remember that teachers have playground duties so they may not be able to get back to you until later in the day.

Please ensure your child is aware of the arrangements for their departure from school before they leave home in the morning. We understand that on occasion circumstances change, but as a general rule we ask that you do not ring the school office with these details.

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**Parent Help in the Classroom**

Parents are invited to share their interests and talents in the school by supporting the teachers. Teachers value this support, however, it is the teacher who is the professional in the areas of curriculum and learning. For effective parental help, observations about an individual child, small groups of children or the whole class must remain strictly confidential.

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**Parents & Friends Association**

The P&F consists of a group of members elected by the school community at an Annual General Meeting held in November each year. The P&F supports the school by organising social and fund-raising events and providing services such as the clothing pool. All families are welcome to participate by attending P&F meetings (one every term), social functions and by joining committees.

Funds raised by the P&F are used to assist the school in the purchase of resource materials. In the past these funds have been used to purchase reading books, mathematics equipment, computers, video players, classroom furniture, play and sporting equipment and to upgrade the playground.

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**Picking Up and Dropping Off**

Parents are responsible for ensuring that arrangements are made to ensure the safety of their children on the way to school.

The King St car park has a designated drive through and drop off zone (“kiss and drop”) where parents can safely drop off their children before school. Please do not park in this zone at any time. An adult must attend children walking through the car park at all times. Parents are asked to respect the rights of the residents in Gordon St by not double-parking or parking in any of the driveways.

In the afternoon parents picking up their children must collect them from the class teacher in the designated class dismissal zones. Children are not allowed under any circumstances to leave the school premises and meet parents in the car park or side streets. Students catching a bus go straight to the bus lines on dismissal.

Students attending After School Care are sent directly there by the class teacher. If you wish your child to walk home, a permission note must be sent to the school, which is then kept on file. Students crossing the road are seen across by a teacher at the corner of King and Condamine Streets.



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**School Board**

There is a School Board at St Kieran's based on a model of pastoral governance and the belief in a shared wisdom decision making process of discernment.

The purpose of the School Board is to build, strengthen and nourish the school as part of the parish as well as assist the principal in living the mission of the school.

Membership of the School Board is discerned by the local community and commissioned by the Bishop.

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**School hours**

School hours are from 8:50am to 3:05pm. A warning chime goes at 8:45am and classes line up in designated areas ready for the start of school at 8:50am. Morning tea is from 11:00am to 11:20am and lunch from 1:00pm to 2:00pm.

There is no supervision provided before 8:20am. Parents are asked to ensure children do not arrive at school before this time. At 8:20am, all students are to go to the area being supervised and remain there until the class teacher takes them to class.

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**School Masses**

Throughout the year the school gathers as a whole to celebrate the Eucharist. Parents are always welcome at these masses. Prayer services are also held in the church to mark various aspects of the liturgical year.

Once a year each grade participates in a Parish Mass. This is always the 9:30am Sunday Mass. The students in years 3-6 are encouraged to attend an 8:30am weekday Mass with their class once a fortnight.

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**Canteen**

The school has a canteen, managed by the P&F, and operates Monday to Friday for morning tea and lunch. Children are to bring their lunch orders in paper bags, with the appropriate amount of money. Lunch orders are collected in the classrooms. A price list is issued at the beginning of each year and is also available from the school office. The canteen relies on parent helpers to staff it and calls for help go out every year.

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**Valuables at School**

It is not possible to ensure the safety of valuable or precious belongings brought to school so to avoid the tears and disappointment that come with such an item being lost or broken, we ask you keep them safely at home.

We do not encourage mobile phones being brought to school by children. Please notify the class teacher, in writing, should there be a necessity for your child to have a mobile phone.

The school does not accept responsibility for non school/personal items.



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**School Fees**

Invoices are sent home with the eldest child in February, April and June. School fees are payable within 30 days of invoice date. There are a number of options for payment of fees : Eftpos, credit card, cash, cheque, direct debit, BPay & internet. Please contact the school for relevant paperwork.

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**Collection of Money**

All money sent to school should be placed in an envelope which is clearly marked with the child's name, class, date and reason for collection; eg. After School Care, P&F, Fees.



# Uniform

Students at St Kieran’s are encouraged to take pride in themselves and their school and so we ask that as parents you support us in our endeavours to have students in full school uniform at all times. A comprehensive uniform list is printed below.

Please see the weekly newsletter for opening times of the uniform shop.

GIRLS	BOYS
<b>Summer Uniform</b>	
<ul style="list-style-type: none"> <li>• Check dress</li> <li>• White short socks</li> <li>• Black leather polishable shoes—no coloured markings of any type</li> </ul>	<ul style="list-style-type: none"> <li>• White short sleeved shirt</li> <li>• Navy shorts</li> <li>• Navy socks</li> <li>• Black leather polishable shoes—no coloured markings of any type</li> </ul>
<b>Winter Uniform</b>	
<ul style="list-style-type: none"> <li>• Check pinafore</li> <li>• White long sleeved shirt with peter pan collar</li> <li>• Navy bow tie</li> <li>• Navy cardigan, V-neck top or zip jacket</li> <li>• Short white socks or navy tights</li> <li>• Black leather polishable shoes—no coloured markings of any type</li> </ul>	<ul style="list-style-type: none"> <li>• White long sleeve shirt</li> <li>• Navy long pants</li> <li>• School tie</li> <li>• Navy baseball or zip jacket or V-neck top</li> <li>• Navy socks</li> <li>• Black leather polishable shoes—no coloured markings of any type</li> </ul>
<b>Sports Uniform</b>	
<ul style="list-style-type: none"> <li>• White collared T-shirt with school emblem</li> <li>• Navy pleated sports skirt</li> <li>• White socks</li> <li>• White sandshoes—minimal coloured markings</li> <li>• Navy tracksuit / jacket / pants</li> </ul>	<ul style="list-style-type: none"> <li>• White collared T-shirt with school emblem</li> <li>• Navy sports shorts</li> <li>• White socks</li> <li>• White sandshoes—minimal coloured markings</li> <li>• Navy tracksuit / jacket / pants</li> </ul>
<b>General</b>	
<ul style="list-style-type: none"> <li>• School hat to be worn daily—either legionnaire, wide brim or bucket styles</li> <li>• School backpack</li> <li>• Hat flaps must be worn down</li> <li>• Collar length hair must be tied back neatly with a royal blue elastic, ribbon, scrunchy or head band.</li> <li>• No wrist or neck jewellery to be worn</li> <li>• Stud earrings only</li> <li>• School shirts must be worn tucked in</li> </ul>	



## Glossary of Terms

<b>AP</b>	Assistant Principal – at St Kieran’s our Assistant Principal teaches a class for three days a week and has administrative and curriculum responsibilities for two days.
<b>BOS</b>	Board of Studies NSW – established in 1990 to serve government and non-government schools in the development of school education for years K-12. It develops curriculum and is responsible for the registering of schools.
<b>BST</b>	The Basic Skills Test – sat by all students in Years 3 and 5. It tests basic skill levels in literacy, numeracy and writing.
<b>CEO</b>	Catholic Education Office – Most Diocese call their education offices by this name, but Broken Bay uses the term CSO (see below).
<b>Consultant</b>	In our education system this term refers specifically to the three senior officers who oversee schools in the Diocese. Our Consultant, Ms Michelle Smith, supervises the Principals of all CSO schools on the Peninsula. (The term is also used in the more common sense to describe people with special expertise who visit the school on occasion to provide professional advice.)
<b>CSO</b>	Catholic Schools Office – the educational arm of the Broken Bay Diocese, which is responsible for operation of all Diocesan, schools. Its offices are in Pennant Hills.
<b>ESL</b>	English as a Second Language.
<b>HSC</b>	Higher School Certificate
<b>HSIE</b>	Human Society and Its Environment, one of the KLAs
<b>HSLO</b>	Home School Liaison Officer. These officers are employed by the Department of Education and Training to monitor truancy. They have jurisdiction over students in non-Government schools and work with parents and teachers to help students with poor school attendance.
<b>KLA</b>	Key Learning Area – defined by the Board of Studies. There are 7 key learning areas taught in a Catholic school – Religious Education, English, Mathematics, Science and Technology, Human Society and Its Environment, Creative Arts and Personal Development, Health and Physical Education
<b>LOTE</b>	Languages Other Than English – Generally used to apply to any foreign language taught in schools. In our school we focus on Italian.
<b>Mufti Day</b>	A day when students are allowed to wear their everyday clothes rather than school uniform. Sometimes these days require the student to bring a gold coin as a donation to a nominated charity.



<b>NESB</b>	Non English Speaking Background – a term which refers to any students whose ethnic background is one which does not speak English. However more commonly it refers to students whose parents tend to speak another language at home.
<b>OHS</b>	Occupational Health and Safety.
<b>OOSH</b>	Out of School Hours – Usually used in the context of after hours school care. Can also be referred to as ASC (after school care) or BSC (before school care).
<b>Outcomes</b>	More precisely, Student Learning Outcomes. All Board of Studies curriculums are written in terms of outcomes. These are statements that describe the knowledge or skills children should develop as a result of their learning.
<b>P&amp;F</b>	Parents and Friends Association – All parents are warmly invited to join our school's P&F. Contact the school office for further details.
<b>PD/H/PE</b>	Personal Development, Health and Physical Education
<b>PP</b>	Parish Priest
<b>RE</b>	Religious Education
<b>REC</b>	Religious Education Coordinator – at St Kieran's the REC teaches a class for four days a week and coordinates the RE in the school on one day.
<b>SC</b>	School Certificate – the qualification for student who complete Grade 10 in a NSW school.
<b>School Leadership Team</b>	The senior staff of the school who meet regularly to discuss major issues of school policy and procedure. The Executive consists of the Principal, the Assistant Principal, the Religious Education Coordinator and Coordinators.
<b>SDD</b>	Staff Development Day – a pupil-free day where the whole staff are involved in some form of professional development. There are three such days each year.
<b>Spec Ed</b>	Special Education – a very broad term used to apply to those students who are diagnosed as having either a physical or learning disability requiring special assistance.