Our Details

Address:
43 – 47 Edgecombe Street
(PO Box 748)
Kyneton Vic 3444

Telephone:
(03) 5422 2056

Website:
www.olorkyneton.catholic.edu.au

Email:
info@olorkyneton.catholic.edu.au

Parish Office Hours:
Mon, Wed, Thu, Fri
9.00am - 1.00pm

For all pastoral and administrative enquiries phone
(03) 5422 1261
VISION STATEMENT

Our Lady of the Rosary Parish Primary School serves the Parishes of Kyneton and Trentham.

Faithful to the living tradition of the Catholic Church and in partnership with the parishes, we give witness to the life of Jesus, through the patronage of Our Lady.

Recognising and promoting acceptance of differing abilities and needs within the community, we nurture and develop the potential of each individual.

Acknowledging that learning is an interactive process, members of this welcoming community participate in the development of life-long learners.

Through the provision of an inclusive environment, and inspired by the example of Jesus Christ, we are empowered to create a socially just world making peace a reality for all.

General Information

Parish Priest
Father Joe Ruys
53 Ebden Street, Kyneton, Vic, 3444
Ph: (03) 5422 1261
Fax: (03) 5422 1623

Principal
Mrs Jenny May
Our Lady of the Rosary School
43 Edgecombe Street, Kyneton, Vic, 3444
PO Box 748, Kyneton, Vic, 3444
Ph: (03) 5422 2056
Fax: (03) 5422 3076
Email: info@olrkyneton.catholic.edu.au

Deputy Principal
Mrs Belinda Ryan

School Secretary
Ms Jodie Keast

Admin Officers:
Ms Marlene Diss

Office Hours
8.45am—4.00pm

School Hours
8.50am—3.25pm

Morning Recess
10.30am—11.00am

Lunch
1.00pm—2.00pm (eating 1.00-1.10)
Term Dates for 2014

Term 1  January 28 — April 4
Term 2  April 22 — June 27
Term 3  July 14 — September 19
Term 4  October 6 — December 19
Easter  April 18 — April 22

Fees for the Year 2013

<table>
<thead>
<tr>
<th>Fee</th>
<th>Per Family Per Year</th>
<th>Per Student</th>
<th>Per Instalment</th>
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<tr>
<td>School Fees</td>
<td>$1290</td>
<td>-</td>
<td>$430</td>
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<tr>
<td>Curriculum Levy</td>
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<td>$210-240</td>
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<tr>
<td>Capital Development Component (CDC)</td>
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<td>$174</td>
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<tr>
<td>IT Levy</td>
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<td>$40</td>
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Exemption from this fee (CDC) applies to families who contribute to the Parish Thanksgiving Program. School fees are revised annually.

If payment of fees becomes a difficulty, please advise the Principal or Parish Priest immediately so that special arrangements can be made to assist you.

Valuable Information... from A-Z

Absentee Notes
When your child is away from school for a whole day, a short letter detailing the reason of absence is required.

Assemblies & Prayer
General assemblies are held fortnightly on a Monday afternoon. All parents are welcome. A Prayer gathering is held every Monday morning at 8.55am.

Asthma
Our Lady of the Rosary School is an asthma friendly school. Each child who suffers from asthma is registered and requires an Asthma Management/Action Plan.

Belongings
It is essential that all items of school uniform and equipment be clearly marked with the child’s name and year level.

Bikes
All bikes are to be housed in the bike racks near the senior play equipment and should be secured by a lock. Bikes are not to be ridden in the school ground.

Book Club
Scholastic Book Club offers parents and children the opportunity to purchase books at cheaper prices. Order forms are sent home regularly throughout the school year. There is no obligation to buy.
Buildings and Environment
Our school environment provides an extensive play area including asphalt, grass and an undercover synthetic grassed area, two adventure playgrounds and tennis courts. Our new Multi Purpose Hall provides a great venue for Physical Education classes, school assemblies and school Masses. This venue is also available to be used by members of the community and is currently used regularly by Starz Dance Centre. We are now in our second year of using our refurbished library, this space is used by all classes for either library lessons or Technology sessions.

Bus
Bus travel is available for children who live at least 4.8kms from the school or nearest bus service. Bus application forms are available from the office. You will need to apply before the end of the school year prior to your child wanting to travel.

Car Parking
Parking is available in the parent carpark adjacent to the tennis courts and provides excellent disabled access. The circular drive in front of the school is for buses and staff only. Children should not be set down or picked up from this area.

Change of Address
Parents are requested to inform the school when personal details have changed.

Curriculum
All curriculum areas that make up the Victorian Essentials Learning Standards and AusVels (Australian Curriculum) are covered in each level across the school.

Classroom teachers are responsible for the delivery of this curriculum and are supported by specialist teachers who provide rich and engaging lessons in the area of:

- Music
- Physical Education
- Japanese
- Library
- Science
- Information and Communication Technology
- Social & Emotional Learning

Early Collection of Children
Children will not be permitted to leave the school during school hours without the supervision of an adult. Any child leaving the school early must be signed out on the attendance register in the office foyer.

Educational Maintenance Allowance
You are eligible to apply for the Educational Maintenance Allowance if you hold a current Pension Concession Card, Health Benefit Card or Veteran Affairs Pensioner Card.

Excursions
Parents will be asked to sign a consent form permitting children to participate in both local excursions and excursions requiring transport.

Expensive Items
We recommend students avoid bringing expensive items or toys to school. The school cannot take responsibility for any loss or damage to these items.

First Aid
Minor first aid is carried out at school. In case of a serious accident, the school will attempt to contact you immediately. For this reason, please ensure the School Office always has on record at least 2 up-to-date emergency contacts. A number of staff have First Aid level 2 certificates.
**Infectious Diseases**

The following are Departmental Regulations regarding the more common diseases. Children suffering from the following conditions are required to be excluded from school.

- **Chicken Pox** Until fully recovered. Note: some remaining scabs are not an indication for continued exclusion.
- **Head Lice** Until head lice have been treated.
- **Impetigo** Until appropriate treatment has commenced. The child may be allowed to return provided that appropriate treatment is applied and that sores on exposed surfaces such as the scalp, face, hands and legs are properly covered with moisture proof dressing.
- **Measles** For at least 4 days from the appearance of the rash or a medical certificate of recovery is produced.
- **Mumps** For 9 days or until swelling goes down.
- **Ringworm** Until the day after appropriate treatment has commenced.
- **Conjunctivitis** Until discharge from eyes has stopped.

For a full list please see our website

**Inter-School Sports**

As part of the Cobaw District School Sports Association (CDSSA) children in years four, five and six are eligible to participate in inter-school sport competitions.

**Late Arrival at School**

Children who arrive at school after 8.55am must be signed in to the attendance register by an adult, this is located in the office foyer.

**Library**

Students borrow books on a weekly basis. These are taken home in their library satchels which are included on the school booklist.

**Lost Property**

Lost property is stored in a clearly labeled basket in the open area outside the Grade 3/4 classroom. Lost items can be collected from this area at any time by parents or children.

**Lunch**

Each child is asked to bring their lunch in a clearly marked container. Uneaten food is to be taken home. Glass drink bottles and cans are not permitted. Lunch orders are available on Fridays. Our school promotes rubbish free lunches.

**Medical History**

Parent/Guardians are expected to provide the school with accurate and up-to-date medical information concerning their child.

**Medication**

Parents/Guardians should supply medication in a container that gives the name of the student, the dose, and the time it is to be given. Written permission by a Medical Practitioner to administer medication must also be provided.

**Money**

Please send any money to your child’s classroom teacher in a sealed envelope. Please ensure your child’s name, teacher’s name and the purpose for which it is sent is marked on the envelope.

**Newsletter**

All families are encouraged to provide an email address to receive our newsletter. Hard copies are available at the office. All newsletters are available through our school website.
Parent Involvement
We encourage families to take an active role in the school community. Many opportunities are presented for parents to become involved, and include:
- The School Advisory Board
- Parents and Friends Committee
- Garden and Maintenance Committee
- Working Bees
- Classroom Programs / Parent Helper Program
- Canteen
- Family Support Group and
- Fete Committee.

Parent/Teacher Interviews and Information Evenings
Interview times are scheduled at the beginning of the school year for parents to meet teachers. This is a get to know you interview and an opportunity to share information that will help make your child’s transition to a new grade a positive experience. Formal interviews are available at the end of term two and on request in term four. Parents are also invited to contact teachers at any time and arrange a convenient meeting time should there be any concerns they wish to discuss.

Playground Supervision
Teachers are on duty in the playground before school from 8.30am, during morning recess, at lunch time and after school till 3.40pm. Parents are encouraged not to send children to school before 8.30am as they are not supervised in the yard before this time.

Pupil Free Days
Each year the school allocates a number of pupil free days for staff professional development. You will be notified of these days via the school newsletter and calendar.

Reports
Written reports are distributed at the end of terms two and four. Two opportunities for parent/teacher interviews are provided for the year.

Sacraments
The Sacraments of Reconciliation, Eucharist and Confirmation are celebrated in partnership with school, parish and families.

School Crossing
There is a supervised school crossing on Edgecombe Street. Please ensure that your child/children use the crossing.

Student Wellbeing
The Student Wellbeing Group exists to support the individual needs of students who are perceived to be at risk academically, socially or emotionally. The Wellbeing of children at school is promoted through developing connectedness and building relationships. Staff foster engagement and wellbeing so that each child is able to achieve their best. For the past two years the school has had a strong focus on Social and Emotional Learning. The school has been part of an initiative with the Catholic Education Office centred around creating school wide positive behaviours.

Uniform
Our Lady of the Rosary School has a school uniform that is compulsory for all students. Hats are compulsory in Term 1 and Term 4 in keeping with the school’s Sunsmart Policy. The uniform shop is open each Monday 3.00—3.25pm and Wednesday 8.45am—9.15am.

Visitors
All visitors must sign in at the visitor station on arrival and departure. This is located in the office foyer.