

2023 SCHOOL YEAR INFORMATION

Dear Parents,

Wishing all students, parents and staff, a wonderful Christmas and hope that you are able to spend quality time with your family over the holiday break. I would like to take this opportunity to welcome all families, old and new, to St Damien's Catholic Primary School; the staff look forward to meeting you all on Wednesday, 1st February 2023, relaxed, re-energised and ready for an exciting school year.

In preparing for the 2023 school year, please read the important information below;

Family Details

Have your address, phone number, email or situation changed? It is very important that we have your correct details! If anything has changed, please email or contact the office immediately to have them updated.

Our email address for all general correspondence, attendance related information and to contact staff is admin@stdamienscps.wa.edu.au

SEQTA

At the commencement of the school year you will receive a welcome email from SEQTA Engage. We ask that you register your details and check the Direct Messages and Notices regularly as this is our main source of communication with families.

Please Note - with Notices we suggest you select All Options, as messages are not just from your school year group, they can also be from Administration, Specialists, Sport etc.

School Holiday Administration Hours

- Monday, 30th January 8:00am – 4:00pm
- Tuesday, 31st January 8:00am – 4:00pm

Administration Hours

- Monday to Friday 8:00am – 4:00pm

Uniform Shop Opening Date and Times

- Monday, 30th January 10:00am – 1:00pm

Uniform Shop Weekly Opening Times

- Wednesday 2.45pm – 3.15pm
- Friday 8.30am – 9.00am

School Start Dates

Wednesday, 1st February 4 Year Old Kindergarten to Year 6
Friday, 3rd February 3 Year Old Kindergarten Ducklings & Joeys. *Only children who have turned 3 are eligible to start on this day – all other children will start on the Friday after they turn 3.*

School Hours

4 Year Old Kindergarten to Year 6 8.45am to 3.00pm
3 Year Old Kindergarten (FRI) 8.45am to 2.45pm

Absences

If your child is absent on any given day please email the school admin@stdamienscps.wa.edu.au

For any planned absences longer than 2 days you will need to complete a Holiday Leave Form available from the office.

Parenting Orders

If you have new or updated Court Parenting Orders please give a copy to the School Office.

Medical Plans

If your child is on a Medical Plan (eg: Anaphylaxis, Asthma) please ensure an updated copy is forwarded to the School Administration office at the commencement of 2023.

Split Billing

If your family circumstances have changed and you require your 2023 Annual Invoice to be set up for split billing, please let the office know as soon as possible.

Dress Code

Included in this Information Package is a new 2023 Parent Handbook. Please read Pages 12-15 of the Handbook so that you are clear about the dress code at the school. If you are unsure or unclear about anything on these pages please contact the school immediately. Your cooperation in this area helps avoid potential unnecessary misunderstandings about our expectations.

School Sports Shoes

Mid or high top boots, skate shoes or shoes other than cross trainers are unacceptable. Shoes must be WHITE, lace-up, without any inappropriate signage or advertising (PP – Yr 6, no Velcro). No wheels or lights. Laces, lace holes and the sole edges of the shoes must be white. Signage or logos may be; any shade of blue, black, grey or silver. Shoes must be in good condition.

First Day Procedures

Kindergarten – Students to proceed straight to the Kindergarten Centre.

Pre Primary to Year 6 – Class Lists will be posted on the door of each classroom. Please proceed to the class and drop your child off.

- Please DO NOT arrive before 8.15am.
- Class teachers will escort their class to a short assembly mid-morning in the Steve Dowie Hall.
- Administration Team and support teachers will be available to support you.

Swimming Lessons Years 3-6

- **Start on Day 1, Week 1** Wednesday, 1st February 2023 for students in Years 3 – 6 only at Avalon Beach. School bathers and House rash vest will be required.

Swimming Carnival

Friday, 17th February 2023.

Newsletter

St Damien's Catholic Primary School uses electronic Newsletters. You will be sent a link that will direct you to the current Newsletter. It is your responsibility to check the Newsletter for News and Upcoming Events around the school.

Website: www.stdamienscps.wa.edu.au

Email: admin@stdamienscps.wa.edu.au

School Calendar

Calendar is available on our website <https://www.stdamienscps.wa.edu.au/calendar/> this is updated daily, check back regularly for any changes.

Education Packs

Education packs will be included in your annual account fees, they will be ordered and delivered directly to your child at school.

Canteen

The 2023 Canteen price list is available on our website.

Online ordering is available through QuickCliq <https://quickcliq.com.au/>

Music Instrumental Programme 2023

Again in 2023, we will be offering a music instrumental programme. The programme is run by Mandurah Catholic College and they kindly provide tutors for our students. The programme works on a user pays basis and will cost approx. \$1100.00 plus instrument hire. The programme will only proceed if we have the required number of students interested and MCC has an appropriate tutor available.

Parent Handbook

Please read the Parent Handbook carefully. If you have any questions or require clarification on any part of the Handbook please contact the school.

Compulsory Sacramental Meetings

If your child is in Year 3, 4 or 6 and receiving one or more of the Sacraments this year it is a requirement that you attend the Sacramental Meetings run by the school and parish. Dates for the Sacramental Meetings will be corresponded to families next year.

Not Returning?

If you do not intend returning to St Damien's Catholic Primary School for the 2023 school year could you please email admin@stdamienscps.wa.edu.au as soon as possible.

I wish all staff, students and parents another exciting and successful year at St Damien's Catholic Primary School. If you have ANY questions about anything relating to school please contact us immediately.

Christ Shines.

Mr Daniel Gooch