



# Year 3 Green Parent Information

---

# Welcome to Year 3 Graan

Staff Members: Deb Klatt

Support:



---

# Acknowledgement of Country

We acknowledge and pay our respects to the Whadjuk Noongar people, the Traditional Custodians and Elders of the land on which St Columba's School is built. We wish to acknowledge and respect their continuing culture and the unique contribution they make to the life of this region.

---

---

# St Columba's School Prayer

God of Love and Mercy Bless our school, our parish and community as we aspire to walk in the footsteps of Catherine McAuley.

We ask for your help to live by the Mercy values that we hold dear.

Holy Spirit, we ask You to guide us to act more justly to strive for excellence to be generous in Your service to show compassion and to be examples of Your Mercy.

Guided by St Columba, Let us

grow in FAITH

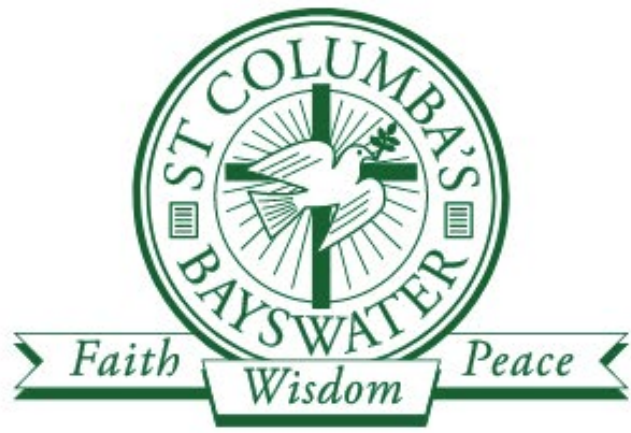
Seek WISDOM

and live in PEACE

St Columba Pray for us

Catherine McAuley Pray for us





# OUR MERCY VALUES



We have **FAITH** in Christ's **M**essage of love

We seek **WISDOM** as we strive for **E**xcellence

We **R**ESPECT and value self, others and the environment

We show **C**OMPASSION to everyone

We **Y**earn to live in **PEACE**

---

# Timetable Year 3 Green

| Monday               | Tuesday            | Wednesday | Thursday | Friday   |
|----------------------|--------------------|-----------|----------|----------|
| Religion             | Religion           | Religion  | Science  | Religion |
|                      |                    |           |          |          |
| Literacy             | Literacy           | Literacy  | Literacy | Literacy |
| 10.45-11.00am Recess |                    |           |          |          |
| Numeracy             | Numeracy           | Numeracy  | Numeracy | Numeracy |
|                      | Physical Education | Italian   | Religion | Library  |
| 1.00-1.40 Lunch      |                    |           |          |          |
| Health               | Technologies       | Music     | Art      | HASS     |

---

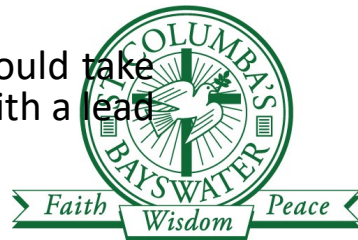
---

# Homework

Homework is allocated between Monday – Thursday

- Homework will need to be completed and handed in on Friday
- Reading is to be completed every night. This will be a home reading book from the class. We encourage parents to listen to their child read and also to continue to model reading. This assists in the development of expression and fluency, which are strongly linked to comprehension development. Allowing your child to record and listen to themselves, using a mobile phone or iPad, can also help. It is recommended your child reads between 5 to 10 minutes a day.
- IXL
- Spelling and Grammar will be assigned for the week. These lists are based on the classroom program and provide extension.
- A table in the homework book will be used as a communication tool and to record home reading. It would be beneficial for any entries to be signed to confirm the note has been read.
- Homework Book is to be signed at the end of the homework week (Thursday afternoon) and returned to school on Friday morning.

If there is an important matter to discuss please arrange a time for a meeting or reach us via email. Homework should take between 20 - 30 minutes per day. The presentation of homework is expected to be of class standards, and written with a lead pencil.



---

# Specialist Subject Areas

There are a number of specialist teachers in the school for Pre-Primary to Year 6:

Physical Education:

Science: PP to Year 2 - Sarah Bolton      Year 3 – 6 - Ric Carbone

Music: Kindy to Year 2 – Marisa Perica      Year 3 – 6 - Kerry Smith

Digital Technologies: Kindy to Year 2 – Ric Carbone

Italian: Year 3 to 6 – Simona Demaio





---



# Behavioral Expectations

At St Columba's Catholic School, the Behaviour Management Policy is based on the belief that to participate effectively in the activities of a collaborative classroom, children require a level of behaviour that respects their rights and the rights of others to:

- Be safe and feel safe
- Learn to the best of their ability
- Express themselves in a positive manner
- Take responsibility for their choices



---

## LEVEL 1 BEHAVIOURS

### Behaviour

Minor Behaviours which are:

#### Disruptive, Disrespectful, Destructive, Disengaged Behaviours

A student fails to comply with school rules, which include but are not limited to:

1. Disruptive behaviour
2. Disturbing other students learning and disrupting the class
3. Forgetting to bring equipment to class repeatedly
4. Failing to follow staff members instructions
5. Running on the verandas
6. Repeatedly receiving uniform slips
7. Unacceptable manners
8. Unacceptable language
9. Using putdowns
10. Being in an out of bounds area
11. Failure to complete homework repeatedly
12. Failure to respect equipment and use it appropriately
  
13. Misuse of Technology
14. Breaking Playground rules

### Reactive Support

In this reactive space the teacher will:

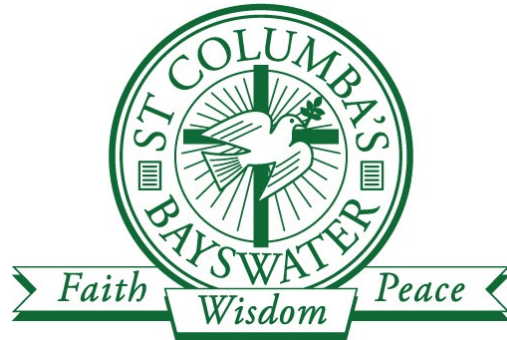
Initiate individual Classroom Management/Support Strategy



| LEVEL 2 BEHAVIOURS   |
|--|
| Behaviour  |
| <p><b>Repeated</b> Minor Behaviours (maximum three times) which are:</p> <p><b>Disruptive, Disrespectful, Destructive, Disengaged Behaviours</b></p> <p>Repeated Minor Behaviours based on age appropriateness and teacher discretion.</p> <p>A student fails to comply with school rules, which include but are not limited <u>to</u>:</p> <ol style="list-style-type: none"> <li>1. Disruptive behaviour</li> <li>2. Disturbing other students learning and disrupting the class</li> <li>3. Forgetting to bring equipment to class repeatedly</li> <li>4. Failing to follow staff members instructions</li> <li>5. Running on the verandas</li> <li>6. Repeatedly receiving uniform slips</li> <li>7. Unacceptable manners</li> <li>8. Unacceptable language</li> <li>9. Using putdowns</li> <li>10. Being in an out of bounds area</li> <li>11. Failure to complete homework repeatedly</li> <li>12. Failure to respect equipment and use it appropriately</li> <li>13. Misuse of Technology</li> <li>14. Breaking Playground rules</li> </ol> |
| Reactive Support   |
| <p><b>In this reactive space the teacher <u>will</u>:</b></p> <ul style="list-style-type: none"> <li>• Initiate individual Classroom Management/Support Strategy</li> <li>• Informs parent via email (cc in Assistant Principal, Niall Kehoe).</li> </ul>  |



| LEVEL 3 BEHAVIOURS  |
|---|
| Behaviour   |
| Major Behaviours  |
| Behaviours which <b>impact</b> upon the physical, emotional psychological safety of self, students and surroundings OR minor behaviours that have been ongoing and repeated more than three times.  |
| A student fails to comply with school rules inside and outside of the classroom including but not limited to:   |
| <ol style="list-style-type: none"> <li>1. Constantly disrupting the class</li> <li>2. Abusive language towards any member of the school community</li> <li>3. Physical violence</li> <li>4. Causing harm to others intentionally or through rough/dangerous play</li> <li>5. Damage of property</li> <li>6. Teasing / taunting / bullying – this includes both physical and verbal</li> <li>7. Disrespecting the role of staff members</li> <li>8. Disrespecting property</li> <li>9. Any safety issues that <b>puts</b> self or others in danger</li> <li>10. Abuse of <u>Social Media</u></li> </ol>  |
| Reactive Support  |
| In this reactive space the teacher <u>will</u> :  |
| <ul style="list-style-type: none"> <li>• Ensure <i>safety first</i> for all</li> <li>• Seek assistance via Administration (front office) (** State <i>“Reporting a Level 3 Behaviour Incident”</i>- State location**)</li> <li>• Review proactive strategies</li> <li>• Consider the need for IBSP or review current IBSP</li> </ul>  |
| In this reactive space the Assistant Principal <u>will</u> :  |
| <ul style="list-style-type: none"> <li>• Contact the parents and arrange a meeting if required</li> <li>• Contact the Social Worker</li> <li>• Ask the student to complete a <b>Reflection Sheet</b> document</li> <li>• Arrange a Behaviour management conference with the Teacher present. Decisions made following <u>meeting</u> on consequence and support for student. <ul style="list-style-type: none"> <li>• - Detention recess / lunch</li> <li>• - In school suspension</li> <li>• - Liaison with outside agencies – school psychologist,</li> <li>• - Loss of privileges</li> <li>• - Community service within the school</li> <li>• - Individual behaviour management plan</li> </ul> </li> <li>• Behaviour management conference initiated by Assistant Principal to meet with teacher, <u>parent</u> and student.</li> </ul> |
| <p><i>*Kindy and <u>Pre-Primary</u> children have their behaviour issues dealt with immediately, as this is developmentally appropriate. The class teacher must be advised as soon as possible of the behaviour and appropriate intervention put in place by the duty teacher in conjunction with the child’s class teacher. The incident must be recorded by the class or duty teacher on SEQTA. Where necessary, a member of the Leadership Team is involved.</i></p>   |



---

# Class Behavior Management

## Classroom Rewards

- Verbal praise
- Merit certificates
- Whole class rewards
- Stickers/stamps
- Show work to Principal/ or other teachers
- Golden Time

## Consequences

- A verbal warning
- Reflection time in class
- Reflection time at recess or lunch (which may include a walk and talk with the staff member on duty)
- Informing the Assistant Principal/Principal
- Parents contacted



---

# School Routines

School begins promptly at **8:40am**.

- Students to come into the classroom, get organized when the bell goes at 8.30, and formal lessons begin at 8.40
- Students are not permitted to be on the school grounds before 8.15am.
- **All students and parents must remain in the basketball area or oval, until the first bell is heard.**
- Staff members are unable to supervise students before 8.15am.
- Students are expected to leave the school grounds by 3.15pm. Playing on the adventure playgrounds and outdoor decking is not allowed.



---

# School Uniform

- At St Columba's School, our uniform is a sign of our community and it reflects the school vision statement and goals.
- All families sign, as part of the confirmation of enrolment, a consent form supporting the uniform and grooming requirements of our school.
- It is the responsibility of all parents to ensure that students are attired in correct, well fitting, complete school uniform. Uniforms must be in good condition and repair. Current uniform is to be worn therefore, during school hours and to and from school. During 'Free Dress' days, students are not permitted to wear unacceptable items of clothing, clothing with unacceptable slogans or messages and/or unacceptable hair styles.



---

# School Uniform

## SUMMER

YEAR 1 - 6

**Girls:** Green knee length summer dress OR grey shorts with white short sleeved school shirt, white ankle socks, black shoes or black or brown sandals, green school jumper, school hat and school bag (school bag is compulsory from Kindergarten – Year 6).

**Boys:** Grey school shorts, white short sleeved school shirt, short grey socks, black lace up shoes or black or brown sandals, green school jumper, school hat and school bag (school bag is compulsory from Kindergarten – Year 6).

---



---

# School Uniform

## WINTER

Girls      YEAR 1 - 3

Green tartan winter skirt OR grey pants, long or short sleeved white school shirt, school tie, green school jumper, lace up black shoes, white ankle socks or black tights, school hat and school bag. During winter the school tie must be worn every day apart from sports days.

YEAR 4 - 6

Green tartan winter skirt OR grey pants, long or short sleeved white school shirt, school tie, green school jumper, lace up black shoes, white ankle socks or black tights, school hat and school bag. During winter the school tie must be worn every day apart from sports days.

***Tracksuit tops MAY NOT BE WORN in place of the official school jumper.***

---

---

# School Uniform

Boys: Grey school trousers (short or long grey socks may be worn with trousers), or grey school shorts, white school shirt (long or short sleeved), school tie, school hat, green school jumper and plain black lace up shoes. During winter, the school tie must be worn every day apart from sports days.

|                |                        |
|----------------|------------------------|
| Summer uniform | Terms 1 and 4.         |
| Winter uniform | Terms 2 and 3.         |
| Sports uniform | Physical Education day |

**Sports Uniform:** Children need to wear white sand shoes/sneakers with white laces.

**Please note:** Having afterschool sports **does not** mean students can wear their sports uniform to school. (The only exceptions are Columba Runners and Redhage Basketball.)

---

---

# School Uniform

## GROOMING

Fashionable extremes in hair colour, hair products and styles are not acceptable on a temporary or permanent basis.

**Excessively short hair is not permitted – e.g. number one hair cuts, shaved heads, mohawks, rat’s tail, etc.**

Hair must be clean, brushed and kept off the face – this includes fringes being out of eyes. Hair must be completely tied back if it is longer than the collar with a plain white, black or green scrunchy, ribbon or headband. Parents are asked to regularly check their child/children’s hair to prevent lice infestation.

Nail polish on fingernails or toenails, is not permitted.

---

---

# School Uniform

## **JEWELLERY ACCESSORIES**

A simple gold/silver chain with Christian symbol only – to be worn inside shirt/dress.

Rings, bracelets, bangles (including rubber) and other jewellery are not permitted.

Parents must be aware that watches may be worn at the owner's risk.

A Medic Alert bracelet/necklace is permitted (school must be notified of the child/children's medical condition).

A maximum one pair of **plain gold/silver sleepers or plain gold/silver studs** (ie. one per ear lobe) may be worn. No other part of the ear may be pierced.

No other visible body piercing or visible body art (e.g. tattoos, temporary or permanent) is permitted.

*NB: The school will not accept responsibility for jewellery items or other personal belongings lost or damaged.*

---

---

# Pick up and Parking

A drive through pick up is provided on Roberts Road for years PP – 6. **Please ensure that a your child's name is on your car sun visor** (When it is on the dash we often can not see it). The label should be in the following format:

**Alex THOMPSON (2G)**

Please note: Milne Street is no longer a pick up. If you do collect your child from Milne Street it is parents responsibility for their child's safety as soon as children leave the school gate.

We understand parking is a constant challenge!!! Please **do not** park in front of the gate on Roberts Road. This is our only access if an emergency vehicle was ever required at the school and trades/cleaners and after school programs need to be able to drive through.

---

---

# Absentees

All full/part day absentees should be filled out on the **school website** under absentees. If there are any issues call the school absentee line on 9208 2711.

The school will send a text message to inform parents of their child's absence. (**Emailing the class teacher only will result in a text message being sent by the office**).

Non-attendance:

- Parents / Carers are required to provide a written explanation for all student absences. (**If you call the absentee line we still require a signed note/email**).
- Attendance information is included in each child's semester report.



---

# Reporting and Assessment

Reporting at St Columba's School occurs each term as follows:

## Term 1

- Interim Report
- Class Assessments
- Parent interviews

## Term 2

- Class Assessments
- Semester Report (PP – Year 6)

## Term 3

- Class Assessments

## Term 4

- Class Assessments
- Semester Report



---

# Communication

## Email

Our teachers and staff are committed to the best interests of your child and value the relationships they have with both students and parents. Where you need to address any concerns, you are encouraged always to talk to the classroom or specialist teacher first.

- Staff will respond to parent/carer emails within two working days.

To email staff members, the email format is: [firstname.surname@cewa.edu.au](mailto:firstname.surname@cewa.edu.au)

## Phone calls

9208 2700





---

# Seesaw

- A great platform for parents to view photos of activities/happenings taking place in their child's classroom or the wider school community.
- A great platform to find out information about excursions etc. (Information regarding whole school events can be found in the school newsletter.)
- Seesaw is NOT a platform to resolve issues (if one was to arise) or to find out about your child's progress (please book a meeting).



---

# Medication at School

Medication, which is to be taken at school, is to be brought to the office - clearly labeled with the child's name and dosage. The medical authorisation form must be completed.

On enrolment a medical form is completed. If there are any changes to a child's health, new forms are available on the website.

Children requiring Medical Action Plans such as Anaphylaxis or Asthma Plans need updated plans each year, with the student's current photo. These plans are completed by the family doctor and handed to the school office.

Please note that due to children with severe anaphylaxis, St Columba's is an Allergy Aware School. Therefore, we ask that items containing nuts are not brought to school.



# School Website



<https://www.stcolsbays.wa.edu.au/>