

ST JOHN THE BAPTIST PRIMARY SCHOOL KOO WEE RUP



Prepare the way of the Lord

for more information or to
book an enrolment interview

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St John the Baptist Primary is a Catholic school offering an outstanding Foundation to Year six education to families in Koo Wee Rup and surrounding districts.

We pride ourselves on our welcoming, safe, caring environment and a great sense of community.

St John's is a school where:

- The person of Jesus Christ and His teachings are central.
- We develop a sense of belonging to the school, parish and wider community.
- We learn and discover in a welcoming, safe and stimulating environment.
- Success is celebrated and one's best is expected.

Our current 2025 enrolment is approximately 205 students which allows us to offer a very personalised approach to children within our care.

We currently have nine classrooms:

- two Foundation classes
- two Year 1/2 classes,
- two Year 3/4 classes,
- one 4/5 class, and
- two Year 5/6 classes.

GETTING STARTED

Enrolments:

General enrolments are taken at any time, subject to availability—please contact the office to make an appointment.

Foundation enrolments are also taken at any time; however, our preferred time frame is between March and August of the child's kinder year. To be enrolled in Foundation, a child must turn 5 by April 30 in his/her Foundation year, and have all the relevant forms and certificates completed as detailed in the enrolment pack.

Term dates 2025 Victoria

Term 1: 28 January (Teachers commence) to 4 April

Term 2: 22 April to 4 July

Term 3: 21 July to 19 September

Term 4: 6 October to 19 December

Please Note: Our school terms may differ slightly due to closure days at the beginning or end of holiday periods. Full details of these will be advised in newsletters and other correspondence as appropriate.

School hours/Bell times

Start of school: 8.50am (Line up bell)
Recess: 10:50am (Outside to play)
11.20am (Line up bell)

Lunch: 1:10pm (Eating bell)
1:20pm (Outside to play)
2:00pm (Line up bell)

End of School: 3.10pm (Dismissal)

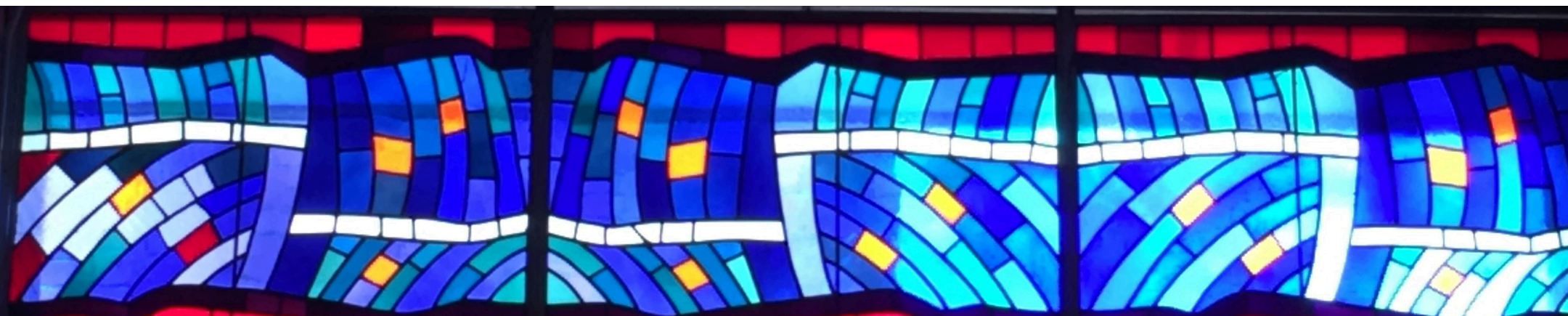


Absences

If your child is absent from school we require notice of this via PAM (Parent Access Module), alternatively, a call to the office on the morning of the child's absence and a written note of explanation on their return to school.

Signing in and out

If you are dropping your child off late or collecting him/her early, please visit the office to sign them in/out, if collecting, your child will then be sent to the office to meet you. A written note or a phone call is required if children are to travel home with anyone other than their parents.



CURRICULUM

Religious Education

R.E. is taught daily in the classroom, based on the guidelines from the Catholic Education Office, Sale Diocese. In partnership with our Parish Priest, we offer a parish-based, family-centred and school supported Sacramental Program.

English

We believe that all students can achieve high standards given support and time. Our English program, consists of whole class modelling and instruction followed by small group or individual work and then student reflection time. Our goal, is to equip each child with the necessary strategies to become competent and independent learners. We strongly support the link between home and school.

Mathematics

Mathematics is a very hands-on area of learning at St John's Primary School. We use many different activities to help students develop the mathematical ideas, knowledge and skills they will need in their future personal and work lives. We create many problem solving opportunities for students to trial their understanding of different mathematical concepts and encourage an environment of learning and a feeling of success. Ongoing monitoring and assessment is conducted all year and our program involves students knowing the learning intention they are striving for in each unit of work.

Technology

St John's is extremely well equipped in the area of IT and students have regular access to many and varied resources. Information Technology is incorporated into the curriculum at all levels and our software is regularly updated to ensure students are presented with the best possible learning opportunities. Students in Years 5 and 6 have individual iPad for use at school.

Physical Education

St John's students enjoy weekly P.E. classes, compete in inter-school sports competitions as well as participating in swimming lessons. Years 5 and 6 students also compete in a winter sport competition during Term 3 with neighbouring schools.

Italian, Visual/Media Arts, Performing Arts, STEM

Students enjoy weekly specialist classes in Italian, Visual/Media Arts, Performing Arts and STEM classes.

Support Programs

St John's is able to provide a number of programs and support staff to assist in the overall development of students. Interventions such as Speech Therapy, LLI Reading Support, Hearing Program and Wellbeing supports are accessed on a needs to basis and take place within the school.

EXTRA-CURRICULAR

Camps/Extended Excursions

Students participate in camps and extended excursions based on their year level as follows:

- Year 2—Evening at school—students return to school for activities, dinner & a movie
- Years 3 & 4—Extended excursion annually
- Years 5 & 6—Offsite two night camp annually

Reports/Parent Teacher Interviews

Reports are issued twice a year (mid year and end of year), all reports are issued electronically via PAM (Parent Access Module).

Parent/Teacher interviews are held in first term to allow parents & teachers to meet and discuss their child's start to the year. Mid-year interviews allow parents to discuss the students report and where they are placed on the continuum of learning, children also have the opportunity to share their work with parents.

Parents are most welcome to make appointments with their child's teacher or the Principal at any time to discuss issues or the progress of your child.

Excursions/Incursions

Throughout the year we have a number of excursions and incursions which support your child's curriculum. Due to legal reasons, however, we cannot take your child on an excursion unless we have the appropriate permissions and medical information which are provided through PAM (Parent Access Module).

PARENT INVOLVEMENT

St Johns welcomes parent involvement at all opportunities.

Advisory Board

The Board consists of the Principal, Parish Priest, Deputy Principal and four members of the parent community. It meets monthly and acts to advise the Principal in important matters regarding the school.

Other ways you can become involved in your child's school life include:

- Joining the Friends of St John's committee
- Helping in the canteen
- Assisting with sports and activity days where requested
- Attending class & school Masses
- Attending Assemblies

Canteen

Our school canteen is open on Mondays and Thursdays throughout the school year unless advised otherwise. All canteen ordering is to be done through CDFpay. Parents are invited to assist in the canteen.

COMMUNICATION

Communication—Newsletter

Newsletters are provided fortnightly to families via our Schoolzine App. The newsletter is an important mode of communication between home and school, and it will inform you of all school events.

Communication—Apps



SZapp
MADE BY SCHOOLZINE

Schoolzine App— is conveniently accessed via smart phone or iPad/tablet and is the platform used to publish our newsletter.

This app can be accessed by extended family to stay up to date with school events.



Seesaw—is a digital portfolio of your child's learning which gives students and teachers the ability to share work and communicate with families. This is also used for some general reminders of excursions/events.



PAM (Parent Access Module) – PAM is the central point of reference for collection of and providing information to families including:

- The collection of current medical and emergency contact information,
- Absence submissions and applications for holidays,
- Excursion permissions and other information required during the course of the year,
- School Reports & NAPLAN results will be distributed via PAM,
- Parent Teacher Interview bookings,
- Access to the school calendar of events

Assemblies

Assemblies are held fortnightly (alternate week to newsletter) Friday mornings at 9am. At assembly we celebrate children's efforts, birthdays, report on recent happenings and inform children of upcoming events, parent attendance is encouraged.



TRANSPORT

School Bus

If you wish for your child to travel on the bus, you need to complete an Application for Bus Travel, available at the office and return it to school with your enrolment. Children are not to travel on the bus until they are advised in writing of an approved seat.

Children with an allocated bus seat will be sent home on the bus each night unless a written note is received by their teacher advising otherwise. Alternatively a phone call to the office is acceptable.

The Koo Wee Rup Secondary College acts as the co-ordinator for all bus travel in our area.

Parking

We ask that parents please enter Salmon Street from Station Street only at drop off and pick up times to avoid congestion and to keep it safer for our children. The school car park can be accessed from Salmon Street from the rear of the hall building. Gates will open at 8:30am for morning drop off and 3:00pm for afternoon pick up.

GENERAL INFORMATION

Books/Stationery

The Book Levy included in your school fees covers the cost of books for your child. You may need to purchase a small number of items for your child: e.g. art smock, library bag etc. These items will be advised in December.

Book Club

The Friends of St John's Committee provide access to Book Club. The children can order books for personal enjoyment. It is preferred that orders are placed online, full ordering details are provided with the catalogues.

Child Safety Standards

St John the Baptist Primary School believes that ensuring the safety of students is an integral part of who we are as a Catholic faith community. St John's School is committed to meeting the New Child Safe Standards introduced in 2022 and maintains this through its Policies, staff training and ultimately, through the strategies used in dealing with the students and families within our school community.

Emergency Information

In the case of accident or illness, the school needs to be able to contact parents immediately. The Parent Access Module (PAM) is used for this purpose and it is essential that all contact details and medical information are current.

Fruit Stop

Each day at 10am, the children eat a piece of fruit during class. We ask that children bring a piece of fruit from home for fruit stop.



UNIFORM

Our uniform shop is run by Beleza in Pakenham with ordering available instore, via phone and their online shop.

Upon acceptance of enrolment you will receive further information in regard to uniform and ordering. Please note: Uniform will be on display during our Open Day in March.

Children should be in correct uniform at all times. A note is required if, for some good reason the child is to be out of uniform. We strongly recommend you label all clothing with sewn or iron-on labels. Biro used on tags wears off quickly.

Children wear sports uniform on their class' allocated day each week. It includes the school sports polo, navy sport shorts, navy socks and sports shoes.

It is compulsory for children to wear a hat during outdoor activities during Sunsmart periods. Both our slouch and bucket hats satisfy Anti-Cancer Council of Victoria guidelines. Children without a hat must remain undercover at play and lunch time.

All uniform items are to be purchased from the school uniform shop, thus ensuring correct colour tones are maintained throughout the school.

FEES

Fees 2025—Fees are made up of a family fee, a capital fee (building levy) and student fees depending on their year level.

Family Fee	Annual
1 Child Family	1,520.00
2 Child Family	1,640.00
3 Child Family	1,760.00
4 Child Family	1,880.00
Additional Child	\$120.00 per annum

Building Levy (per family) 330.00

Student Fees as detailed below**

Foundation—Gr 2	355.00
Gr 3—Gr 4	510.00
Gr 5—Gr 6	795.00

** Curriculum (all grades)	60.00
Excursion (all grades)	65.00
Book Levy/ICT (all grades)	130.00
Swimming (Gr F-4)	100.00
Swimming/Winter Sport (Gr5 -Gr6)	140.00
Extended Excursion (Gr3—Gr4)	155.00
Camp (Gr5-Gr6)	400.00

Total per annum—1 Child in a Junior Grade (Foundation—Gr2) \$2205.00

Total per annum—1 Child in a Middle Grade (Gr3—Gr4) \$2360.00

Total per annum—1 Child in a Senior Grade (Gr5-Gr6) \$2645.00

Fees are reviewed at the end of each year and amended if required.

Valid Health Care Card holders can apply for fees concessions. Further information in relation to fees will be provided in the October/November prior to commencement.