



St. Peter's Catholic Primary School
2A Killeen Street
Sunshine South West 3020
PHONE: 8312 6900
www.spsunshinesw.catholic.edu.au



St. Peter's Vision
United in Community,
Building on Foundations for Life and Faith,
Unlocking Potential in All



100% Students, 100% of the Time

WELCOME

Dear Families,

We welcome you and your child to St. Peter's Catholic Primary School.

St. Peter's was established in 1979, to serve the Parishioners and families of children who lived in the South West Sunshine corner of St. Paul's Catholic Parish. St. Peter's continues to build upon the work of those who have laid the foundations of the school by moving teaching and learning forward in a positive, warm and supportive environment.

Educating your child is a partnership involving St. Peter's, your Parish, your teachers, your family and our community to provide a quality catholic education.

The school has a committed staff who continually endeavour to achieve educational excellence by employing pedagogies which reflect the needs of the children and the world in which they live.

St. Peter's Catholic Primary works in conjunction with the Melbourne Archdiocese Catholic Schools (MACS). This enables the school to be supported by system wide policies as well as to ensure that we are an inclusive community based on the life of Jesus Christ.

We welcome you and your family to St. Peter's and we look forward to working together to educate your child.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'K. Bergin', with a long horizontal stroke extending to the right.

Karen Bergin

Principal



OUR STAFF

ST. PETER'S STAFF 2023



Ms Karen Bergin
PRINCIPAL



Father Renato Manubag
(Parish Priest of St Paul's)



Ms Grace Frazzica
DEPUTY PRINCIPAL (STUDENTS)



Ms Tamara Moravski
DEPUTY PRINCIPAL (STAFF)



Ms Ide Garvey
RELIGIOUS EDUCATION
LEADER

LEARNING AND
TEACHING LEADER
(PREP - 6)



Ms Ree Niemann
STUDENT WELLBEING
LEADER

PERFORMING ARTS



Ms Jessica Rajski
LEARNING DIVERSITY
LEADER

(PREP -4)



Ms Monica Miller
LEARNING DIVERSITY
LEADER (5-6)

REFUGEE SUPPORT
LEADER



Ms Corazon Bernales
FINANCE



Ms Leah Stringer
OFFICE

ST. PETER'S STAFF 2023



Mr Jock McMillan
NUMERACY LEADER



Ms Claire Manton
PASTORAL CARE



Ms Kimberly Bonjour
CLASSROOM TEACHER



Ms Gill Baxter
CLUSTER ENGAGEMENT
LEADER



Ms Natalie Duma
CLASSROOM TEACHER



Ms Marian Cabamongan
CLASSROOM TEACHER



Ms Sasha Sant
CLASSROOM TEACHER



Ms Cheryl Langford
CLASSROOM TEACHER



Ms Elise Carlson
CLASSROOM TEACHER

ST. PETER'S STAFF 2023



Ms Samantha Di Mieri
CLASSROOM TEACHER



Ms Sharon Campbell
CLASSROOM TEACHER



Ms Miriam Zaki
CLASSROOM TEACHER



Ms Lara Lussi
CLASSROOM TEACHER



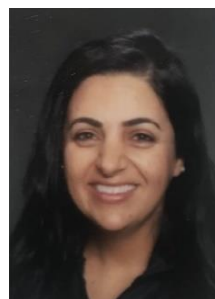
Ms Katherine Attard
WELLBEING



Ms Cathy Lyons
VISUAL ART



Ms Suliana Ramirez
SPANISH TEACHER



Ms Marissa Oppedisano
PHYSICAL EDUCATION

ST. PETER'S STAFF 2023



Ms Lupe Chicas
LEARNING SUPPORT
OFFICER



Ms Tonia Ciccarelli
LEARNING SUPPORT
OFFICER



Ms Angela Beasley
LEARNING SUPPORT
OFFICER



Ms Tien Phan
LEARNING
SUPPORT OFFICER

OFFICE HOURS



The office is open between 8.30am and 4.00pm, Monday to Friday.

SCHOOL FEES AND LEVIES

Fees are determined by the Parish Priest, School Principal and School Accountant. They are reviewed annually. Accounts are sent out at the start of each term.

Payments can be made in Cash, EFTPOS or by Direct Bank Credit

Bank Details: BSB: 083 347; Account Number: 472 351 634

Please bring your Health Care Card to allow us to take \$125 per child off your school levy fees.

Our fees are currently set at:

Yearly School Fees **\$ 1335 per family**

Paid in three instalments

1st Instalment **\$ 445 due on Feb 15th**

2nd Instalment \$ 445 due on May 15th

3rd Instalment **\$ 445** due on August 15th

School Levies:

Levy	Year Prep	Year 1/2	Year 3/4	Year 4	Year 5	Year 6
Tuition Levy	\$235	\$235	\$235	\$235	\$235	\$235
ICT Levy	\$60	\$60	\$60	\$60	\$60	\$60
Excursion / Incursion Levy	\$100	\$100	\$100	\$100	\$100	\$100
Swimming Levy (8-day program)	\$88	\$88	\$88	\$88	\$88	\$88
Outdoor Education Levy	School will cover cost	\$90 (Extended Day)	\$240 (Urban Camp - 1 night / 2 days)	\$240 (Urban Camp - 1 night / 2 days)	\$360 (Mt Eliza - 2 nights / 3 days)	\$360 (Mt Eliza - 2 nights / 3 days)
Sacramental Program Levy (Catholic Chn)	N/A	N/A	\$40 Reconciliation & Eucharist (will be paid separately)	N/A	N/A	N/A
Year 5/6 Interschool Sport Levy	N/A	N/A	N/A	N/A	\$55 (Buses)	\$55 (Buses)
Year 6 Graduation Levy	N/A	N/A	N/A	N/A	N/A	\$50 (Photo-shirt & signature bear)
Total Due March 15	\$483	\$573	\$723 *Excluding Sacramental Levy	\$723	\$898	\$948

Payments can be made in cash, EFTPOS or by Direct Bank Credit

Bank Details: BSB: 083 347; Account Number: 472 351 634



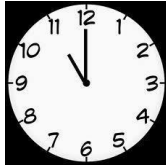


Please bring your Health Care Card to allow us to take \$125 per child off your school levies.

SCHOOL HOURS

NORMAL SCHOOL HOURS

Monday to Friday - 8:50am to 3:15pm

BELL TIMES

	8:30am Gates Open
	8:50am School Starts and Class Roll is Taken
	11:00am to 11.45am: Lunch
	1:45pm to 2:15pm: Afternoon Recess
	3:15pm Dismissal

It is important that your child attends school daily to ensure that they are participating in every learning opportunity.

Late Arrivals must report to the office before going to class.

If your child is absent or late, you must contact the school on 8312 6900 on the day.

ST. PAUL'S PARISH, WEST SUNSHINE

PARISH PRIEST: Father Renato Manubag CMF

ASSISTANT PRIEST: Father Joseph

ADDRESS: St. Paul's Catholic Church
200 Glengala Road
West Sunshine VIC 3020

TELEPHONE: 8372 5500

EMAIL: SunshineWest@cam.org.au



SCHOOL TERMS 2023

Term 1: Tuesday 31 st January:	Preps to commence
Wednesday 1 st February:	Year 1-6 to commence
Thursday 6 th April:	End of Term 1 @ 1.45pm
Term 2: Monday 24 th April:	Friday 23 rd June @ 1.45pm
Term 3: Monday 10 th July:	Friday 15 th September @ 1:45pm
Term 4: Monday 2 nd October:	Tuesday 19 th December @ 3:15pm

2023 SCHOOL CLOSURE DATES

Thursday 9 th March:	Staff Professional Learning
Friday 10 th March:	Staff Professional Learning
Monday 13 th March:	Labour Day Holiday
Tuesday 25 th April:	ANZAC Day
Monday 12 th June:	Queen's Birthday Holiday
Monday 19 th June:	Learning Conversations
Monday 6 th November:	Report Writing Day
Tuesday 7 th November:	Melbourne Cup Day
Monday 4 th December:	Learning Conversations – Children finish @ 11:30am

SACRAMENTS 2023

Tuesday April 4 th :	Sacrament of Penance (7:00pm)
Sunday June 4 th :	Sacrament of First Eucharist (10:00am)

DROPPING OFF AND PICKING UP

Please be aware of parking restrictions in Killeen Street and Hunt Court as you may be fined if you park illegally or stay too long.

The school crossing on Fairbairn Road is supervised before and after school for your safety. While the Killeen Street crossing is unsupervised, you must use this to cross the road.



THE FIRST DAY OF SCHOOL

No matter how happily your child sets off for school, eager for the day ahead with friends, the actual separation from you *may* bring tears and clinging. If this does happen, give him/her a hug and kiss, and tell your child you will see him/her after school – **say goodbye and leave.**

The teacher is well prepared for children who find separation from family difficult. In our experience, upset children usually stop crying as soon as family are out of sight.



Please feel free to contact the school office to see how your child is settling in.

LABEL EVERYTHING

Please label all of your child's belongings. This includes lunch boxes, drink bottles, hats, coats, sports uniform – everything your child brings to school.



Items which are not labelled are quite often not found.

COLLECTION OF CHILDREN

If you find it necessary to collect your child during school hours, you must first notify the Principal or Administration staff before your child is taken out of the schoolyard. Please register early dismissals via the school ipad in the office. At no time will children be dismissed before the stated times without sufficient notification, and only when necessary, as the school is legally responsible for the care of children within the set times. **If a friend or relative is collecting your child, ensure they have some form of written permission from you.**

It is very important that your contact details are always up to date and correct. Please notify the office of any changes which may include address, home phone number or mobile numbers.

HEALTHY BRAIN FOOD & LUNCHES

Children learn well when they eat well. We discourage take-away food being brought to the school. A healthy lunch prepared at home is more beneficial to your child. All children are to have a named water bottle and a fruit snack with them in class.



BIRTHDAYS

We enjoy acknowledging children's birthdays, it is however unrealistic for teachers to be cutting up cakes and handing them out during class learning time. So therefore, no birthday cakes will be permitted at school.

Cupcakes, individual bags of lollies or individually wrapped chocolates. These will be given out at the end of the school day.

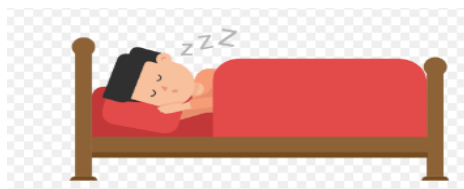
If you wish to send something for your child to share for their birthday here are some ideas:



Parents are asked not to be in classrooms during this time.

BED TIME

Research shows 5-year-old children require 12 hours of sleep per night. This means that if they are waking up at 7.30am they need to be in bed asleep by 7.30pm. To assist with their learning, we ask you establish a 12-hour sleep routine for your child.



COVID Guidelines to Keeping Safe

At St. Peter's, we adhere to the Government and Department of Health requirements to keeping our school safe during these uncertain times with COVID. We have made the safety of our children, staff and parents/families a priority, hence outlining the following steps we have taken to ensure this outcome:



- We continue to recommend that all years from Prep to Year 6 wear a mask whilst indoors. St. Peter's have designed our own logo masks for staff and children to wear, if you would like to purchase this.
- All learning spaces have an air purifier to support air flow throughout the room.
- Staff and students must stay home when presented with COVID-19 symptoms.

As always, we will continue to update and monitor the requirements by the government and Department of Health to provide a safe environment at St. Peter's.

SCHOOL NEWSLETTER

Every second Friday, the eldest child in every family receives the school newsletter. Please check your child's school bag for the newsletter. You can also read this on the school website www.spsunshinesw.catholic.edu.au

SKOOLBAG APP

DOWNLOAD THIS INVALUABLE APP ON TO YOUR SMART PHONE, IPAD OR TABLET COMPLETELY FREE.

JUST GO TO YOUR APP STORE OR GOOGLE PLAY AND SEARCH FOR 'ST. PETER'S PRIMARY SUNSHINE SOUTH WEST' AND INSTALL.

KEEP UP WITH ALL THE NEWS AND IMPORTANT DATES AT ST. PETER'S. YOU CAN EVEN READ THE NEWSLETTER ON YOUR IPAD!

SOCIAL MEDIA

**ST. PETER'S IS ALSO ON TWITTER,
FACEBOOK AND INSTAGRAM**

Follow us on:



St. Peter's Sunshine South West

@stpeterssws

stpeterssws

Please feel free to leave a Google Review on our site

2023 SCHOOL UNIFORMS

SUMMER UNIFORM (Term 1 & Term 4)

Micromesh short sleeved polo shirt	\$35.00
Navy blue gabardine tailored shorts	\$25.00
Navy & Blue checked dress	\$55.00

WINTER UNIFORM (Term 2 & Term 3)

Navy gabardine tailored pants	\$35.00
Girls Navy Tunic	\$50.00
Micromesh long sleeve polo shirt	\$40.00
V-Neck Windcheater	\$40.00
Tracksuit jacket (<i>optional</i>)	\$55.00
Raincoat (<i>optional</i>)	\$50.00

SPORTS UNIFORM

Navy rugby zip pocket shorts	\$25.00
Navy tracksuit pants with double knee	\$35.00
Navy skorts	\$25.00

HATS

Bucket hat Must be worn in Term 1 and Term 4	\$20.00
Beanie (House colours) Optional	\$20.00

BAGS (*Optional*)

Back pack	\$40.00
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SOCKS Navy (Pack of 3)	\$15.00
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Please note old uniform only available until sold out. By 2024, all children must be in New School Uniform.

FORMAL UNIFORM COLLECTION



1108016_164 Summer Dress
Navy & Blue Check



1118354 Tracksuit Jacket
Int. with Sky Stripe



1118378 V-Neck Windcheater
Int. with Sky Stripe



1118991 Micromesh LS Polo
Int. Body with Sky Panels



1110528 Micromesh SS Polo
Int. Body with Sky Panels



1104014 Winter Tunic
Size 4G to 14G/8L, 10L, 12L



1118089 Tailored Pants



1118088 Tailored Shorts



1100375 Caberdine Skort



1110738 Double Knee
Tracksuit Pants



1104000 Elastic Waist
Caberdine Pants



1110355 Zip Pocket
Caberdine Shorts

ACCESSORIES COLLECTION



1100265 Jacquard Beanie
House Colour Embroidery



1100265 24 Micromesh Hat
18W 18D 1800 86 Colour 1900g



1100000 Rain Coat



0356220 16 Litre Backpack



0350006 Backpack



2019200 Crew Sock
3.6oz Navy



2410000
009 1.7L Navy

St Peter's vision, policies and actions reflect

AUSTRALIAN VALUES AND DEMOCRATIC PRINCIPLES

- ◆ the rule of law;
- ◆ equal rights for all before the law;
- ◆ freedom of religion;
- ◆ freedom of speech and association;
- ◆ the values of openness and tolerance.

Care and Compassion

Care for self and others

Doing Your Best

Seek to accomplish something worthy and admirable, unlock potential, pursue excellence

Fair Go

Pursue and protect the common good where all people are treated fairly for a just society

Freedom

Enjoy all the rights and privileges of Australian citizenship free from unnecessary interference or control, and stand up for the rights of others

Honesty & Trustworthiness

Be honest, sincere and seek the truth

Integrity

Act in accordance with the principles of moral and ethical conduct; ensure consistency between words and deeds

Respect

Treat others with consideration and regard, respect another person's point of view

Responsibility

Be accountable for one's own actions, resolve differences in constructive, non-violent and peaceful ways, contribute to society and to civic life, take care of the environment

Understanding, Tolerance and Inclusion

Be aware of others and their cultures, accept diversity within a democratic society, being included and including others.

WELLBEING

At St. Peter's Catholic Primary School, we believe in providing a safe and inclusive learning environment to ensure learners have the best opportunity to strive for excellence, take risks and reach their potential. We believe nurturing the wellbeing of the whole person spiritually, emotionally and physically to develop healthy relationships with others.

At St. Peter's Catholic Primary School, we place an importance to explicitly teach our students Social and Emotional Learning (SEL). Social and emotional skills are critical and necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions. Another important feature of St. Peter's Catholic Primary School is our well established and successful transition programs. We provide our Prep students with a Buddy to help them familiarise themselves to our school and to settle in. Our Prep students have a senior and middle school student who are their Buddies throughout their first two years of school.



CURRICULUM

The Principal and staff of St. Peter's Catholic School seeks to create a learning environment in which the children are encouraged to realise their own potential and accept responsibility for their own learning. This is supported by a challenging and comprehensive educational program derived from the Victorian Curriculum which meets the needs of the individual student. We will support the development of each child's spiritual, intellectual, emotional, physical, social and creative growth.

Parents, students and staff work together to achieve excellence in learning and teaching and to foster individual potential in a vibrant and caring learning environment.



We strive to build **a positive learning environment** which encourages

- a love of learning;
- confidence;
- risk taking;
- individual reflection and goal setting; and,
- development of personal initiative and life skills.



REPORTING TO PARENTS

Throughout the year there are many opportunities to discuss your child's progress with his/her teacher. In Term 1 we have Learning Conversations where you can tell us about your child. This is followed in Term 2 by a written report and another Learning Conversation with you, your child's teacher and your child. In Term 4 another written report and Learning Conversation Day will be provided. You are very welcome to contact your child's teacher at any time throughout the year and make an appointment.



DATES TO REMEMBER:

Learning Conversations

Tuesday January 31st

Year 1-6 Learning Conversations

Wednesday February 1st

Prep Learning Conversations

Monday June 19th

Whole School Learning Conversations

Friday December 8th

Whole School Learning Conversations

LIBRARY

Library: each class is allocated a library session every week. Please ensure your child has a named library bag: children will return and borrow a different book each week. Please read with your child daily.



SPECIALIST PROGRAMS



SPANISH



ART



PERFORMING ARTS



MUSIC/DANCE



PHYSICAL EDUCATION



STEAM



**EXTENSION PROGRAM FOR MATHS
& SCIENCE**

TECHNOLOGY

St. Peter's supports student learning by providing state of the art contemporary technologies in all learning area. This includes large flat screens, desktops, laptops, iPads and robotic devices.

We are leading the way in use of technology as a tool to support families. We are a 1 to 1 chromebook school and the only primary school in the Sunshine area to have such a program.

Students from Prep to Year 6 are provided with a chromebook to use at school and Year 1-6 to use at school and home.



MEDICATION

St. Peter's staff are not permitted to administer medication without a medical form. The School Medication Form is available from the office or website (www.spsunshinesw.catholic.edu.au) under School Documents, Student Medication Form. Please complete and sign this form if you require the school to administer medication to your child.

ILLNESS/ ABSENTEES

If your child is unwell, please keep them at home and phone the school or notify us through our skoolbag app to inform us they will be away. If you do not phone us and leave a message, we then will need to contact you. Upon your child's return to school, it is a legal requirement you provide a reason for their absence in writing.

If your child contracts an infectious disease please notify the school and seek advice on exclusion requirements.



RAISING CONCERNS

If you have concerns or queries throughout the year, contact your child's class teacher and make a time to meet.

Please appreciate that staff have many pre-arranged meetings after teaching time therefore we ask you to make an agreed appointment time with your child's class teacher.

Please remember if you have concerns about another child's behaviour towards your child, **do not approach this child**. See your child's class teacher.

SCHOOL RULES

Rules are set to ensure the safety of everyone and that the rights of all are respected. Staff and students revisit our school rules regularly throughout the year. We ask you to discuss these rules at home with your children.

1. Follow directions
2. Keep hands, feet and objects to yourself
3. Listen to the speaker
4. Speak appropriately
5. Treat property with care

CLASSROOM CONSEQUENCES

- Step 1:** **Reminder** - teacher reminds the student about classroom expectations
- Step 2:** **Redirection:** teacher redirects the student from what they are doing to what they need to be doing
- Step 3:** **Relocation:** teacher relocates the student to sit by themselves to complete the work
- Step 4:** **Reflection:** teacher directs the student to sit in 'Time away' and complete a 'Behaviour Think Sheet'

Severe Behaviour Clause:
Straight to Principal/Deputy Principal of Students

(This clause will be used if a student wilfully hurts another person either physically or emotionally, wilfully destroys property or is dangerous to those around him/her)

SCHOOL COMMUNITY CHILD SAFETY CODE OF CONDUCT

Safeguarding Children and Young People Code of Conduct St Peter's Catholic Primary School

St. Peter's Catholic Primary School is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

Central to the mission of St. Peter's Catholic Primary School is an explicit commitment to providing a safe and supportive environment where the emotional, social, intellectual, spiritual and physical wellbeing of our students is a priority.

All students enrolled at St. Peter's Catholic Primary School have the right to feel safe and be safe. The wellbeing of children in our care will always be our priority, and we do not and will not tolerate child abuse. We aim to create a child-safe and child-friendly environment where children are free to enjoy life to the full without any concern for their safety.

Purpose

This Code of Conduct has a specific focus on promoting child safety and wellbeing in the school environment and safeguarding children and young people at St. Peter's Catholic Primary School against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and occupational codes.

All MACS Board members, MACS Board committee members, School Advisory Council members, the Principal and all other staff, volunteers, contractors and clergy at St. Peter's Catholic Primary School are expected to actively contribute to a school culture by respecting the dignity of its members, affirming the gospel values of love, care for others, compassion and justice. They are required to observe child-safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below. All School Advisory Council members, the Principal and all other staff, volunteers, contractors and clergy must sign and abide by this Code of Conduct.

Acceptable behaviours

All MACS Board members, MACS Board committee members, School Advisory Council members, the Principal and all our staff, volunteers, contractors and clergy at St. Peter's Catholic Primary School are responsible for supporting the safety of children by:

- adhering to the school's child-safe policy and upholding the school's statement of commitment to child safety, at all times
- taking all reasonable steps to protect children from abuse
- treating everyone in the school community with respect
- taking into account the needs of all children and students
- listening and responding to the views and concerns of children – particularly if they are telling you that they or another child has been abused or that they are worried about their safety/the safety of another child
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children (for example, by never questioning an Aboriginal or Torres Strait Islander child's self-identification)

- promoting the cultural safety, participation and empowerment of children with culturally and linguistically diverse backgrounds (for example, by having a zero-tolerance for discrimination)
- promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
- ensuring as far as practicable that adults are not alone with a child
- reporting any allegations of child abuse to the school's leadership (or child safety officer if the school has appointed someone to this role)
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958 (Vic.)
- understanding and complying with all obligations as they relate to the reportable conduct scheme including reporting allegations of reportable conduct in accordance with the school's reportable conduct policy
- reporting any child safety concerns to the school's leadership (or child safety officer if the school has appointed someone to this role)
- ensuring as quickly as possible that the child is safe if an allegation of child abuse is made
- reporting to the Victorian Institute of Teaching (VIT) any charges, committals for trial or convictions in relation to a sexual offence by a registered teacher, or specific allegations or concerns about a registered teacher
- ensuring they comply with any and all applicable professional or occupational codes of conduct.

Unacceptable behaviours

All MACS Board members, MACS Board committee members, School Advisory Council members, the Principal and all our other staff, volunteers, contractors and clergy at St. Peter's Catholic Primary School must not:

- ignore or disregard any suspected or disclosed child abuse
- develop any special relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- exhibit behaviours with children which may be construed as unnecessarily physical (for example, inappropriate sitting on laps)
- put children at risk of abuse (for example, by locking doors)
- initiate unnecessary physical contact with children or do things of a personal nature that a child can do for themselves (for example, toileting or changing clothes)
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities)
- use inappropriate language in the presence of children
- express personal views on cultures, race or sexuality in the presence of children
- discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- work with children while under the influence of alcohol or illegal drugs
- have contact with a child or their family outside school without the school leadership's or child safety officer's (if the school has appointed someone to this role) knowledge and/or consent or the school governing authority's approval (for example, unauthorised after-hours tutoring, private instrumental/other lessons or sport coaching); accidental contact, such as seeing people in the street is appropriate
- have any online contact with a child (including by social media, email, instant messaging) or their family unless necessary (for example, providing families with eNewsletters or assisting students with their schoolwork)
- use any personal communication channels/devices such as a personal email account
- exchange personal contact details such as phone numbers, social networking sites or email addresses
- photograph or video a child without the consent of the parents, guardians or carers
- consume alcohol or drugs at school or at school events in the presence of children.

Teachers

Teachers are also required to abide by the principles relating to relationships with students as set out in the Victorian Teaching Profession's Code of Conduct published by the VIT. These principles include:

- knowing their students well, respecting their individual differences and catering for their individual abilities
- working to create an environment which promotes mutual respect
- modelling and engaging in respectful and impartial language
- protecting students from intimidation, embarrassment, humiliation and harm
- respecting a student's privacy in sensitive matters
- interacting with students without displaying bias or preference
- not violating or compromising the unique position that a teacher holds of influence and trust in their relationship with students.

Psychologists and school counsellors

In their dealings with students, psychologists and school counsellors should also take into account their professional obligations as set out in a code of ethics or practice to which they are bound, including because of their membership of:

- the Australian Health Practitioner Regulation Agency
- the Australian Counselling Association
- Speech Pathology Australia.

Sports and recreation

Coaches, staff members and volunteers involved in coaching, training or assisting students during sporting and recreation activities should adopt practices that assist children to feel safe and protected, including:

- using positive reinforcement and avoiding abusive, harassing or discriminatory language
- coaching students to be 'good sports'
- explaining the reason for the contact and asking for the student's permission if physical contact with a student by a coach or other adult is necessary during a sporting or other recreational activity
- avoiding (where possible) situations where an adult may be alone with a student such as in a dressing or change room, first aid room, dormitory or when the student needs to be transported in a vehicle.

Breaches of this code

Where a member of staff is suspected of breaching this Code of Conduct, St. Peter's Catholic Primary School may start the process under clause 13 of the Victorian Catholic Education Multi-Enterprise

Agreement 2018 (VCMEA 2018) for managing employment concerns. This may result in disciplinary consequences.

Where the Principal is suspected of breaching this Code of Conduct, the concerned party is advised to contact the MACS Regional General Manager.

SIGNIFICANT DATES FOR 2023

JANUARY

Tuesday 31st
Tuesday 31st

Year1-6 Learning Conversations
Prep Students to Commence

FEBRUARY

Wednesday 1st
Wednesday 1st
Tuesday 7th
Friday 10th
Wednesday 15th
Wednesday 22nd

Prep Students Learning Conversations
Year 1-6 Students to Commence
Compulsory Cyber Safety Family Night @ 7:00pm
Beginning a year of School Mass @ 2:15pm
1st Instalment of fees due
Ash Wednesday Mass @ 2:15pm (School gym)

MARCH

Wednesday 1st
Thur 9th – Fri 10th
Monday 13th
Thursday 30th

Prep First Full Week
Staff Conference, School Closure
Labour Day Holiday
School Sports Day

APRIL

Tuesday 4th
Thursday 6th
Monday 24th
Monday 24th
Tuesday 25th
Wednesday 26th

Sacrament of Penance @ 7:00pm
Term 1 ends @ 1:45pm
Term 2 commences @ 8:50am
Easter Liturgy @ 2:15pm
ANZAC Day – Public Holiday
Swimming commences (8 day program)

MAY

Friday 5th
Friday 12th
Monday 15th
Wed 17th – Frid 19th
Tuesday 23rd

Swimming finishes
Mother's Day Stall & Mother's Day Breakfast
2nd Instalment of fees due
Year 5/6 Camp
School Photos

JUNE

Sunday 4th
Monday 12th
Friday 16th
Monday 19th
Thursday 22nd

Friday 23rd

Sacrament of Eucharist @ 10am
Queen's Birthday Holiday
Mid Year Reports going home
Learning Conversations (9-4:00pm)
Feast of St. Peter's and St. Pauls @ 10:15am (St. Paul's Church)
Term 2 Ends @ 1.45pm

JULY

Monday 10th:	Term 3 begins
Mon 17th – Tuesday 18th	Year 3 /4 Doxa Camp
Wednesday 26th	Grandparents Mass & Morning Tea @9:15am

AUGUST

Tuesday 8th	St. Mary of the Cross, MacKillop Feast Day Mass @ 2.15pm
Tuesday 15th	3rd Instalment of fees due
Monday 21st	Book Week Parade @ 9:15am

SEPTEMBER

Friday 1st	Father's Day Stall & Father's Day Breakfast
Sunday 3rd	Father's Day
Friday 15th	Footy Fun Day
Friday 15th	Term 3 Ends @ 1.45pm

OCTOBER

Monday 2nd	Term 4 Begins
Friday 6th	St. Peter's Mini Fete @ 11:45am (School gym)
Friday 13th	Year 1 /2 Outdoor Ed (Enchanted Maze)
Thursday 26th	St. Anthony Claret Feast Day, Multicultural lunch @ 11:45am (School gym)

NOVEMBER

Thursday 2nd	All Saints & Souls day Mass @ 2:15pm (School gym)
Monday 6th	Report Writing Day – School Closure)
Tuesday 7th	Melbourne Cup – Public Holiday
Thursday 9th	Prep Outdoor Education @3.30pm – 6:00pm
Monday 27th	2024 Prep Transition Day 1 @ 9:15am

DECEMBER

Friday 1st	Reports go home
Monday 4th	2024 Prep Transition 2 @ 9:15am
Thursday 7th	Celebration of Learning/Art Show/Carols @4:30pm
Friday 8th	Learning Conversations
Wednesday 13th	Year 6 Graduation Mass @ 6pm (St. Paul's Church)
Thursday 14th	2024 P-6 Orientation Day @ 9:00am-10:30am (TBC)
Friday 15th	End of Year Mass & Morning Tea @ 9:15am (School gym) (TBC)
Monday 18th	Year 6 Big Day Out (TBC)
Tuesday 19th	Last Day for Students @ 3.15pm (TBC)

