Dear Parents,

On Wednesday the Year 3-6 classes attended the Parish Mass for Ash Wednesday signifying the commencement of the Lenten Season. While this was happening the Year 1-2 classes were attending a special prayer service in the Glasshouse. The Prep classes came together this morning to give significance to the beginning of the Lenten season.

Lent is an important time in the Church’s Year and an important time in the life of all Catholics. It is the period when we review and renew our relationship with God.

Lent is not only an opportunity to give up something or fast, but a time to do something which benefits others. Include people that we sometimes neglect or go out of our way to help others. A Project Compassion box has been placed in each classroom and we encourage the children to give a little of their pocket money or spending money to assist those in countries not as well off as our own.

Lent concludes with the great season of Easter, the most important season in our Church’s Year which this year falls in the middle weekend of the term holidays. As we have done previously, we will present the events of Holy Week in the week preceding the holidays.
From the Principal continued

Code of Conduct

Last year the School Board ratified the St Andrew’s Code of Conduct that the Catholic Education Commission of Victoria now use as a template in their newly released document entitled Safe and Sound Practice Guidelines (Occupational Violence).

The document has been developed as a response to the increase in aggressive and abusive behavior not just in society but within our schools. Acceptance of the Code of Conduct is a prerequisite for enrolment at St Andrew’s. A copy has been included with this newsletter. I would ask that all families read the document.

Since late last year Australia and the world has experienced a number of violent acts that have made organizations review their security measures. This along with our responsibility to protect your children from people other than those you have entrusted them to each day warrants that we stress the following practices:

✧ All visitors, including parents and other family members are to report to the office if attending the school at times other than drop off and collection times.
✧ If you are collecting, or needing to see your child, they will be called to the office rather than you going to the classroom. This will reduce the chance of children being approached by someone other than a member of the school staff.
✧ If you are assisting within the school it is a requirement that you sign in at the office and collect a Visitor Badge. In the case of an emergency the school must have details of everyone on the premises.
✧ It is a requirement that all Victorian Schools implement the Working with Children Guidelines. It is necessary for the school to know who is on the premises and the purpose for them being at the school.

We take the safety of children seriously and ask for your support in these matters.

2015 Working Bees

The first Working Bee for 2015 will be held on Saturday 28 February. The dates for the remainder of the Working Bees for the year are as follows:

Saturday May 2
Saturday June 6
Saturday July 25
Saturday August 29
Saturday October 17
Saturday November 14

- Year 6
- Year 5
- Year 4
- Year 3
- Year 2
- Year 1

If you are unable to attend on the day that your child’s class is listed you are most welcome to attend one of the other listed days. Attendance at a Working Bee during the year results in the $75 Maintenance Levy being credited on your school account.

School Cleaning

Regular reviews of the quality of the school cleaning are undertaken and feedback provided to the cleaning contractor. On a number of occasions this year we believe the cleaning has not been up to the standard required and expected by staff, parents and students. A meeting has been held with the contractor and cleaning personnel has been changed as a result. We will continue to monitor the quality of the cleaning to ensure it is at the expected standard.

Parent—Teacher Conferences

Our thanks to the parents who have attended the meetings with teachers this week. We trust that this has been an opportunity to review how your child has settled in to the school year and set some rigorous but achievable goals for the year.

Phillip Tierney

PRINCIPAL
CODE OF CONDUCT

Introduction
At St. Andrew’s we are committed to nurturing respectful relationships and active partnerships with you as parents. We believe that our students’ learning journeys are enriched through positive and reciprocal home and school relationships.

As parents, you play a formative role in the development of your child’s values. You also act as one of the most influential role models in your child’s life. We therefore seek your support in promoting and upholding the core values of the school community and its culture of respectful relationships.

This Code of Conduct is intended to guide you in your dealings with staff, other parents, students and the wider school community. It articulates the school’s key expectations of both staff and parents with regard to respectful relationships and behaviours. It also specifies the school’s position with regard to unacceptable behaviours that breach our culture of respect.

This Code of Conduct is to be read in conjunction with the school’s:
- Pastoral Care Policy
- Complaints Policy
- Bullying Policy

Our Culture of Respectful Relationships
Amongst students, staff and parents we strive to develop the following:
- A respect for the innate dignity and worth of every person
- An ability to understand the situation of others
- A co-operative attitude in working with others
- Open, positive and honest communication
- The ability to work respectfully with other people
- Trusting relationships
- Responsible actions.

In promoting and upholding this culture, we expect that parents will:
Support the school’s Catholic ethos, traditions and practices
- Support the school in its efforts to maintain a positive teaching and learning environment
- Understand the importance of healthy parent/teacher/child relationships and strive to build the relationships
- Adhere to the school’s policies, as outlined on the school website
- Treat staff and other parents and staff with respect and courtesy.
In promoting and upholding this culture, we expect that staff will:

- Communicate with you regularly regarding your child’s learning, development and wellbeing
- Provide opportunities for involvement in your child’s learning
- Maintain confidentiality over sensitive issues
- Relate with and respond to you in a respectful and professional manner
- Ensure a timely response to any concerns raised by you.

Raising Concerns and Resolving Conflict
(Refer also to our Complaints Policy)

In raising concerns on behalf of your child, or making a complaint about the school’s practices or treatment of your child, we expect that you will:

- Listen to your child, but remember that a different ‘reality’ may possibly exist elsewhere
- Communicate any concerns to your child’s teacher in a constructive manner
- Follow specified protocol for communication with staff members, including making appointments at a mutually convenient time
- Observe the correct procedures to resolve a grievance or conflict
- Refrain from approaching another child whilst in the care of the school to discuss or chastise them because of actions towards your child. Refer the matter directly to your child’s teacher for follow-up and investigation by the school.

In responding to your concerns or a complaint, we expect that staff will:

- Observe confidentiality and a respect for sensitive issues
- Ensure your views and opinions are heard and understood
- Communicate and respond in ways that are constructive, fair and respectful
- Ensure a timely response to your concerns/complaint
- Strive for resolutions and outcomes that are satisfactory to all parties.

Staff Safety and Wellbeing

The school places high value and priority on maintaining a safe and respectful working environment for our staff. We regard certain behaviours as harmful and unacceptable insofar as they compromise the safety and professional wellbeing of our staff. These behaviours include, but are not limited to:

- Shouting or swearing, either in person or on the telephone
- Physical or verbal intimidation
- Aggressive hand gestures
- Writing rude, defamatory, aggressive or abusive comments to/about a staff member (emails/social media)
- Racist or sexist comments
- Damage or violation of possessions/property.

When a parent behaves in such unacceptable ways, the principal or a senior staff member will seek to resolve the situation and repair relationships through discussion or mediation.

Where parent’s behaviour is deemed to cause ongoing harm, distress or danger to the staff member and others, we may exercise our legal right to impose a temporary or permanent ban from the parent entering the school premises. In an extreme act of violence, that causes physical harm to the staff member and his/her property, the matter may be reported to police for investigation.
**Teaching & Learning**

This year will prove to be another busy year as we strive to become an exemplary school at St. Andrew's. Last year our school showed remarkable growth in the area of Reading, and we aim to continue this improvement in 2015. We will continue to provide focused, small group teaching in every classroom, with extra support given in Year One with Reading Recovery.

In Literacy we will also focus on improving our students’ Oral Language Skills, which will support their learning in all curriculum areas.

In Mathematics, we continue to embed the ‘best practice’ teaching strategies that were a part of the ‘Contemporary Teaching and Learning Mathematics’ project we were a part of. We continue to focus on helping students build their Mental Mathematics Strategies, with practice occurring on a daily basis in every classroom. Another focus will be on solving worded problems, where students can apply their mathematical knowledge to a range of situations.

This Term’s Inquiry topic, P-6 is called “Our Story”, and our big question for investigation is: ‘Who Are We and What Do We Value?’ The students will be given opportunities to explore a range of areas such as the St. Andrew’s School Values, BEST (positive behaviour), ourselves as learners, being good friends, appreciating diversity, forgiveness, as well as the very important area of Cyber safety. Each level’s Inquiry has focuses that are appropriate to their age group. This Unit helps establish the values, rules and expectations in our school and within each classroom.

We will begin next Term with a focus on 100 years of ANZAC. This will prove to be very rich learning for our students.

If your child is in Years 3-6, don’t forget to take a look at the work they do on their iPad when they come home from school, it’s a great way to keep up to date with your child’s learning.

Sharon McCarter
*Teaching and Learning*

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**School Leadership Day**

On Wednesday the 11th of February, St Andrew's leaders went to St Louis De Montford to learn how to become better leaders at our school. The purpose of this day was to learn about the good qualities of a leader. Our favourite activity of the day was the newspaper activity. In this activity we had to search for newspaper articles as a team in order to get first place.

Another main focus was to develop a plan for 2015 based on our vision for St Andrew's. As we brainstormed ideas about what we want St Andrew's to look like, we came up with the following vision - to make St Andrew’s a harmonious and inclusive environment where everyone feels happy and that they belong.

After looking at lots of pictures of different shoes where we reflected on who might be wearing the shoes and how they might feel or behave, we were challenged to design our own shoe for our leadership portfolio. It was a challenging activity because we had to work as a team to think about what we value and how to represent this and our leadership styles in our shoe design. Our shoe represented Inclusiveness, Kindness, Initiative, Respect and Friendliness.

We came away from the day feeling tired but inspired to make a difference to our school.

Rachel, Joshua, Monica and Nathan - *School Captain’s*
Around the Classrooms 5S

Hard to believe we are in Week Four already and heading towards Easter. We have had a great start to Lent with our Shrove Tuesday pancake making and creation of our Lenten promises. The burning of the Ashes was a great event and inspired great resolutions to do our BEST during Easter. It was a thoughtful and reflective way to lead into our Mass on Ash Wednesday.

We are working hard at out Inquiry unit and setting up our BEST behaviours and Values for the year ahead. Interschool Sport has started and we are all committing to our training and teamwork goals.

We have enjoyed some wonderful activities with our Prep Buddies, including speaking and listening games in Circle Time and mosaic name plaques. Friendship bracelets will be great fun to make as we bond together while having fun. Graphs have been our focus in Mathematics and we have enjoyed our challenges in this area. Study ladder activities will enhance our learning so don’t forget these at home.

Looking forward to this week and our ICT learning with Mr H.

Maggie Sproul – Year 5S teacher

Around the Classrooms 4T

Grade 4T has made a fantastic start to the new school year! The students have settled into the routines of year 4 with enthusiasm and vigour. Our Inquiry topic this term is *Who Are We and What Do We Value?*

We have linked this theme to our BEST values and our Religious Education is focused on how we can be the Body of Christ to others through our actions. We have been exploring our personal qualities and how we use them to do our best in our learning and relationships with other people. We have looked at many examples of spirited filled people such as Mother Teresa, Fred Hollows and Maximilian Kolbe and the difference they have made to the world.

In Maths we have been working hard on developing our Mental Strategies, using different methods to solve addition and subtraction efficiently. The children have enjoyed the unit on Data as they have investigated the following:

- why we gather data
- how to collect it and the type of questions/ surveys needed
- how to record data efficiently
- how to represent it
- Using the data to make some general statements

This week the students created a survey on the online use and practices of the year level and discovered some interesting results.

In Literacy we have set up the Daily Five routines and children have been developing their vocabulary and spelling in word work and have commenced read to self. We have set up seed books where they gather ideas related to their own interests and experiences to help them practise their writing skills.

We have enjoyed meeting our parents this week as we continue to work together to encourage and support your children to be the best they can be.
Year 4T
Celebrating Learning in Year 3

Last Friday the Grade 3 students made a fresh pasta sauce. They picked fresh tomatoes, spring onions and basil from our school kitchen garden. All students participated in making the sauce by carefully cutting, chopping and stirring the ingredients. According to Tara B the pasta sauce was, "magnificent and delicious and she can’t wait to eat some more". We are now in the process of preparing our garden beds for our Autumn vegetables which we can’t wait to use in our cooking program. This week we will be picking tomatoes parsley and spring onions to make a Tabouli salad with a yogurt mint sauce.

The aim of the kitchen garden is to emphasis the flavors as well as the health benefits of fresh, seasonal food. The dishes cooked reflect the vegetables, herbs and fruits grown, season-by-season, by our students in their own organic gardens. The Program is designed to be fully integrated into our curriculum as it offers infinite possibilities to reinforce Literacy, Numeracy, Science, and all aspects of environmental sustainability. The students wrote thank you letters to Mrs San Martin and here are a few samples for you to read. Some students were also interviewed on the school radio so listen in and find out more about St Andrew's Kitchen to Garden program.

Grade 3 Garden to Kitchen Team
Mrs Cunningham, Miss Dal Santo, Ms Palombi and Mrs San Martin

Safe Routes to School

Welcome to 2015 and our new school year. I trust you had an enjoyable break.

With the start of our school year well and truly underway, now is a good time to inform you of our continuation of our Safe Routes to School Program.

The sun is shining and makes for a relaxing walk or ride to and from school. Fresh air and exercise are key elements for being a healthy person.

There will be activities throughout the year, so keep an eye out for the information. In the meantime, enjoy the walk or ride to school, and I look forward to seeing lots of active children throughout the year 😊

Amy Van de Berg – Community Leader
Dear Ms San Martin,

Thank you for a wonderful day and letting us make pasta with you.

I loved the smell and taste of it when it was ready to eat, I even think you should have a cooking show.

I really enjoyed it and I hope we do it again in year 4. From Liam.

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Miss San Martin thank you for the pasta. It was tasty. Did you learn how to make a chilli if you know pizzas fresh mozzarella? Let us help you make the pasta next time too!

---

Dear Miss San Martin,

Thank you for letting us pick the ingredients or the pasta.

It was great that we cooked with you. We had so much fun. Thank you.

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Dear Ms San Martin.

Oh Friday, thank you for helping us make pasta sauce.

We really had fun making pasta and it was really yummy.

Thank you for helping us grow lots of vegetables.

From: 3P

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The Year 3 students wrote thank you letters to Ms San Martin.
Did you know that St Andrew’s Primary has its own Radio station?

The 2015 Media Captains of Zoe, Nikita, Vivien and Peter work hard to write the scripts, obtain the hard hitting interviews, record the students’ work and obtain the music for your listening pleasure. The Media captains are supported in their role by Mr Hyde and Mr McDonough.

STAR Radio has a number of regular segments which include:

- Tierney Talks
- Gardening Club
- Parliamo Italian
- Book Club
- Make up time with Alice
- A sense of Fashion
- What’s the Go with Mr O
- The school Choir

and many more.

The School’s Radio program provides an outstanding opportunity for the students to present their work, be informed and enjoy their learning. If you would like your child to present on the radio please contact the class teacher, Mr Hyde or Mr McDonough.

The show is broadcast every Thursday (Perfect for the drive home!) and is available through the frequency of 96.0FM within an approximate radius of 1km of the school and as a podcast each week at saclaytonsthradio.global2.vic.edu.au

STAR Radio obtained an exclusive interview with Mr. Tyndall and Mrs Maio to discuss 25 years of Service.

The Gardening Club led by Ms San Martin is a regular segment on STAR radio.

Brendan, Vincy, Joe and Isabella narrated the book ‘The Long Way Home’, through the school radio.
Sacramental Dates for 2015

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<th>Term 1</th>
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<th>Term 3</th>
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| RECONCILIATION  
Thursday 19th March at 6.00pm | CONFIRMATION  
Saturday 23rd May at 6pm | EUCHARIST  
Saturday 25th July at 6.00pm  
Sunday 26th July at 11.00am |

School Subject Levies & Arrears

A reminder that the Subject Levies, Excursion Fee and any arrears owing from last year are due for payment by Friday 27th February.

Catholic Secondary Colleges

Parents of students in Year 6 must have their Catholic Secondary College application for Year 7, 2016 submitted directly to the college of their choice by Friday, 27th February, 2015. It is essential that you have your application submitted by the due date.

KEY ENROLMENT DATES:

Friday, 27th February, 2015  Applications close for Catholic Secondary Colleges

School Photographs

School Photos will be taken on Wednesday, 25th March. As in previous years we will be using the pre-paid system, and all photos are covered by the company's money back guarantee or they will re-photograph. Package prices will be notified soon. Every child will receive a personalised pre-paid envelope within the next few weeks.

Please read and follow carefully the photographer's instructions on the envelopes. Envelopes with money should not be sent to school before photo day. Parents are requested to avoid making appointments for their child/ren on this day. Discount Vouchers are available for families with 3 or more children when the same package is purchased for each child. There are also Family Envelopes available if you wish a family photo taken of your children who attend St. Andrew's School. Please ask at the office about the Discount Vouchers and Family Envelopes. Details will be printed on your envelope.

PLEASE NOTE: Summer Uniform will be worn.  
We are sorry, but change cannot be given at the office.

Changed address?  
New mobile number?  
Or a new Email address?

Please telephone the school office or email us at office@saclaytonsth.catholic.edu.au to update your contact details.
Open Days

ST JAMES COLLEGE
ENROLMENTS FOR YEAR 7, 2016
CLOSE FRIDAY 27TH FEBRUARY 2015

COLLEGE TOURS
Friday 20th & 27th February
9.00AM - 10.30AM

BOOKINGS ESSENTIAL: For further information contact the St James College office on 9575 8100 or email stjames@sjcbce.catholic.edu.au

CDF Student Banking
Day is on Wednesdays

Classroom Supplies
Could each child please bring a box of tissues for their classroom.
Thank you.

Medication

For any type of medication that your child needs to take during school hours, please fill in an Administering of Medication Consent Form. These forms can be obtained from the Office or online from the school web page.

Asthma Management Plans

Dear Parents/Guardians,

To ensure St. Andrew’s School can take the best possible care of students who have Asthma, personal Asthma Management Plans need to be regularly reviewed and updated if necessary. The Victorian Schools Asthma Policy states that every student with asthma attending the school should have a written Asthma Action Plan. This plan should be filled out by the student’s doctor.

Students who have Asthma need to complete an Asthma Form and return it to the School Office as soon as possible. New Asthma Forms are available at the office.

If your child is no longer on an Asthma Plan then please indicate below and return it to the school office.

| My child (please print name): ___________________________ Grade: __________ |
| is no longer on an Asthma Plan. |
| Signed: ________________________ |
| YEAR 6TK | Monica - for her wonder contribution to displaying work in our classroom. Lithusha - for taking responsibility for her learning even when at home with a sore leg. |
| YEAR 6T | Stephanie – A great start to the year. Keep up the good work! Deon – Well done on the attitude you have brought into Grade 6. Keep it up. |
| YEAR 6G | Chris K for his excellent start to the year, showing leadership both in the classroom and on the flag tag field. Vivien for her dedication to her Media Captain position. Mr Hyde is still reading through the 12 page radio script you wrote Viv, well done! |
| YEAR 5S | Irene – Congratulations on a responsible attitude sharing ‘Senior School Behaviour’ and always helping out. |
| YEAR 5M | Stephanie for her excellent persuasive piece. |
| YEAR 4T | Congratulations Sam for your friendly, kind way with everyone in our classroom- you make our room a happy, safe place to be. |
| YEAR 4G | Aden for always showing kindness and respect to others. Great job! |
| YEAR 3P | Congratulation to the wonderful learners in 3P. You have all contributed in your own special way to make our classroom a great place for learning. Keep it up. |
| YEAR 3K | All 3K for starting the year as a friendly, co-operative group. |
| YEAR 3D | Katherine for an excellent persuasive piece of writing! |
| YEAR 2M | Angelina - for trying your BEST in every learning task so far this year and always being kind to others. |
| YEAR 2H | Well done Vasili for always trying your BEST |
| YEAR 1/2E | Congratulations to Nicole for her brilliant maths work on data and bar charts. |
| YEAR 1P | Marieta for being a kind friend to all in 1P. Paxton for your great work in literacy and helping others. |
| YEAR 1DW | Great job! Annalyn, Tracy, Shaun and Emmanuel for making good choices 😊 |
| PREP V | Congratulations to the whole of Prep V for the way you have all settled into your first school year! You are all super stars 😊 |
| PREP C | All Prep C to a fantastic start to the school year! 😊 |

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**Watch Chinese Movie & Build Up Chinese**

**Mandarin Skills**

**Chinese Lunch Movie Starts**

All Welcome

Movie will be offered on Every Monday Class first section. Foundation in Year 6. Tutoring to higher grades are also available. We teach Chinese Mandarin through playing movies, small snack is offered. After-School on Mondays

**Time**: Monday: 3:30pm to 5:30pm.  
No tuition fee applies  
Free text books offered.

Drop into school office at St Andrew's Catholic Primary School to enrol or come directly to the class room.
**ST. ANDREW’S TUCKSHOP MENU AND PRICELIST**
*Effective 23rd FEBRUARY, 2015*

Please keep this new pricelist safe and destroy all old ones.

### BAGS:
- Brown paper bags: 10¢

### HOT FOOD -
- Lasagne: $3.70
- Good Eating Beef Pie – 120 gm: $2.50
- Spaghetti: $3.70
- Potato Bake: $3.70
- Vegetable Fried Rice: $3.70
- Vegetarian Lasagne: $3.70
- Macaroni & Cheese Pasta: $3.70
- Chicken & Corn Submarine (wholemeal long roll, lettuce & mayonnaise): $3.70
- Chicken Burger (wholemeal round roll, lettuce and Mayonnaise): $3.70
- Hot Chicken, Lettuce, Mayo, Wrap: $3.90
- Mini Pizza: $2.60
- Chicken Chips: 4 for $2.00
- Sushi (Thursday only): $2.70
- Chicken, Teriyaki, Prawn & Tuna (All Sushi orders and money must be given to Tuckshop by Tuesday): $2.70
- Tomato Sauce Sachet: 30¢
- Soy Sauce Sachet: 15¢

### DRINKS
- Focus Sports water (500 ml): $2.00
  - (Fruit fix, Blackcurrant, Lemonade, Raspberry)
- Oak – Flavoured Milk: $2.00
  - (Strawberry, Chocolate & Vanilla)
- Just Juice – 100% Juice: $2.00
  - (Orange, Apple and Assorted Flavours)
- So Juicy – 100% Fresh Juice: $3.00
  - (Orange or Apple Flavours)
- Spring water – 600 ml: $1.50
- Smiley Flavoured Fruit Drink: $1.30

### ICY POLES
- Note: Please do not order frozen items in lunch orders. They must be purchased at the counter.
- Frozen Yoghurt (Strawberry): $2.00
- Bulla Vanilla Cup: $2.00
- Sunny Boys: $1.20
- Zooper Doopers: 50¢
- Moosies Milk Freeze: $1.20
- UFO – Frozen Pineapple Ring: 50¢
- Juice Pops – Frozen Juice Bar: $1.50

### ROLLS / WRAPS / SANDWICHES
- Note: All rolls and sandwiches are Wholemeal
- Salad: $3.90
  - (Lettuce, cucumber, tomato, cheese, beetroot, carrot)
- Chicken, lettuce & Mayonnaise: $3.90
- Chicken & Salad: $4.90
- Tuna: $2.90
- Tuna, Lettuce & Mayonnaise: $3.00
- Cheese & Tomato: $2.90
- Cheese, Tomato & Cucumber: $3.00
- Egg: $2.90
- Egg & Lettuce: $3.00
- Vegemite: $2.50
- Buttered Roll: 80¢
- Unbuttered Roll: 70¢

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Watch out for Special Foods in School Newsletter

Many lunch orders have incorrect money placed inside, so please refer to this new list carefully.

- Some bags currently used are too small. Please note that plastic bags are NOT suitable.
- Please use a standard sized brown paper bag.
- When ordering lunches, please mark:
  - Child's Name:
  - Class:
  - Lunch Order:

- Please fold the bag carefully, so that money does not fall out.
- If you do not have a paper bag, place the money and order in an envelope, with 10¢ extra for a bag.
- Lunch Wallets for sale at the Tuckshop - $10.00 each

Volunteers are always welcome to join the tuckshop roster