Sacred Heart School
Casterton

39 Robertson Street
Casterton Victoria 3311
Phone: 03 5581 1131

www.shcasterton.catholic.edu.au
principal@shcasterton.catholic.edu.au

Father John Corrigan

Dear Parents,

Pope Francis - who was a school teacher himself for many years - has summed up the Catholic school in simple terms:

"A school's mission is to develop the sense of the true, the sense of the good and the sense of the beautiful. These elements make us grow and help us to love life, even when we are unwell, even amid difficulties. True education opens us to the fullness of life!"

As Catholics, we believe that these elements are revealed in the life and person of Jesus Christ. He inspires every dimension of parish and school life. Our faith compels us to recognise every child as unique and irreplaceable, deserving of respect and loving care. It is for this reason that the quality of teaching and support at Sacred Heart School is seen to be exceptional.

We are universal in our acceptance of different peoples, cultures and backgrounds. The word 'Catholic' is Greek for universal. We strive to unite what is common to all without lessening the integrity of truths being taught.

Sacred Heart School seeks to be an extension of the family home. We believe that parents are the first and best educators of their children, and our task is not to supplant your role, but to assist you in your God-given mission. It is our privilege to serve you.

Sincerely,

Fr John Corrigan.

Principal's Welcome

Dear Parents/Carers,

Welcome to Sacred Heart School, and thankyou for taking the time to read this handbook. This booklet has been written to provide you with information that will be helpful in understanding the organisation and philosophy of Sacred Heart School Casterton.

Sacred Heart is a Catholic Primary school catering for children from Foundation (Prep) to Year 6. The school is located in the town of Casterton in South West, Victoria at 39 Robertson Street, Casterton.

Our Vision that we strive towards is, 'At Sacred Heart School in partnership with our community and open to God's presence, we pursue fullness of life for all.

Sacred Heart is a Catholic Primary School where "*Religious Education is a particular learning area within the school curriculum. This learning area explores the knowledge, skills and behaviours necessary for thinking intelligently and acting responsibly in response to the Christian interpretation of reality. It is designed in a sequenced and age appropriate framework, sensitive to the various learning styles and needs of students.*" *Awakenings 2005*

The staff at Sacred Heart are a dedicated, hard-working, caring group who are willing to assist students in every way possible to cater for their individual needs. Our school offers an excellent educational program in line with the Victorian Curriculum. Our teachers are skilled at gauging where each child is at on the learning continuum (learning journey) in all subjects, especially in Reading, Writing, Spelling and Maths. The teachers are constantly assessing each student to enable them to provide learning experiences to cater for your child's learning needs.

We are blessed with the facilities that we can offer at Sacred Heart. We have roomy classrooms and a well resourced library. Each Year 3-6 child has access to their own Chromebook (Laptop) and the Foundation/1/2 students have individual access to iPads. The use of technology is an important aspect to learning and teaching. Our Video Conferencing Unit enables the teachers to communicate with staff from other schools and the Catholic Education Office. Our grounds are well maintained and offer a stimulating environment where the children can positively interact with their peers.

Sacred Heart is committed to providing an education where all children feel valued, respected and safe. We aim to educate the whole child spiritually, socially, emotionally, physically and intellectually. The school is community minded as it has a 'Community Freezer,' which provides meals for families who have recently had a new baby or a funeral in the family. The school also has an active 'Mini Vinnies' committee for Year 3 to 6 students, which raises awareness of social justice issues and fundraises for the underprivileged.

Finally, I would like to thank you for considering Sacred Heart as a school, which can provide the educational and pastoral care needs of your child. If you have further questions about Sacred Heart's ability to fulfil your child's individual learning needs, please feel very welcome to contact us on 03 5581 1131 or call in any time to make an appointment.

Evan Wrobel — Principal

Our Philosophy

At Sacred Heart School we believe that learning is more effective if it takes place in a caring environment and where individual needs are addressed. It is our wish that as children progress through the school they will reach their full potential, guided by Catholic values, confident in themselves and willing to make a worthwhile contribution to other people and to the world in which they live.

All Families are Welcome

Families of all Faiths, religious or non religious, are welcome to attend Sacred Heart on the understanding that they respect the Catholic ethos of the school.

Core Beliefs of Sacred Heart

We believe children need the following to learn and we aim to provide:

- ***a safe environment***
- ***friends***
- ***the feeling of being valued***
- ***teachers and staff who care for them***
- ***work that is achievable***

Pastoral Care

Sacred Heart School is a faith community with Christ as its foundation and inspiration. In light of this, Pastoral Care includes everything we do in word and action, that promotes the well being of all members of our community. It is the heart and soul of our school and is all encompassing.

Pastoral Care at Sacred Heart School is the expression, of students, staff, parents and the wider community in caring for one another.

Our Motto

Sacred Heart Community,
Where Hearts are Sacred.

SACRED HEART SCHOOL
CASTERTON

Our Vision

At Sacred Heart School in partnership with our community and open to God's presence, we pursue fullness of life for all.

Our Mission

Sacred Heart Catholic School uses the five areas of effective Catholic schooling to fulfil its Vision. Sacred Heart is compliant with the 'Child Safety Standards.'

CATHOLIC IDENTITY

- Inspire to be like Jesus by promoting compassion and care for all
- Continue the Mercy tradition of outreach; carrying forth Gospel values

COMMUNITY ENGAGEMENT

- At Sacred Heart we actively seek ways to enhance student learning and wellbeing by partnering with families, parish and the wider community

LEADERSHIP AND STEWARDSHIP

- Staff and school leaders work collaboratively to improve student learning and wellbeing

LEARNING AND TEACHING

- The school is driven by a deep belief that every student is capable of being a successful learner
- We provide learning experiences that are current, relevant, needs based and rigorous

WELLBEING

- The school promotes and supports positive, respectful relationships between all members of the school community
- The school promotes and protects the right of all to learn and to be safe in the teaching and learning environment.
- Sacred Heart School commits to providing *a safe and nurturing culture* for all children.

Strengths of the programs offered at Sacred Heart School include:

- A student outreach program: Mini Vinnies—Students learn about raising awareness about Social Justice issues and Fundraising for; Caritas, Catholic Mission, Cancer Foundation and St Vincent de Paul Society
- School involvement in local community events e.g. Kelpie Parade, ANZAC Day, Casterton Show
- A Restorative Practices approach to behaviour management and student wellbeing focusing on forgiveness
- Building respectful relationships
- Small classes
- A commitment to improving literacy and numeracy outcomes for all students
- Sacred Heart is an OLSEL school (Oral Language: Supporting Early Literacy)

Professional Learning Community (PLC)

- Our school is a PLC school. In 2018 our focus is on Writing, Spelling and Maths.
- As a PLC school we focus on 6 questions, which include:
    1. What is it we want our students to know? **Curriculum**
    2. How we will know if our students are learning? **Assessment**
    3. How will we respond when students do not learn? **Instruction**
    4. How will we enrich and extend the learning for students who are proficient? **Instruction**
    5. How will we increase our instructional competence? **Teacher Development**
    6. How will we coordinate our efforts as a school? **Leadership**

- Our school also focuses it's attention on the 4 Pillars of PLC:
    1. Vision - Why do we exist? - Our school aims to get **All students to be at standard for their year level or above**
    2. Mission - What must we become in order to accomplish our fundamental purpose?
    3. Values - How must we behave to create the school that will achieve our purpose?
    4. Goals - Classify the specific goals we hope to achieve as a result of the improvements initiative

Our PLC Mantra is

'United, we all succeed.'

Strengths of the programs offered at Sacred Heart School include:

Response to Intervention (RTI)

Our school has fine tuned it's practices to implement the RTI Framework. RTI aims to answer PLC questions 3, 4, 5 and 6. PLC and RTI acknowledges that some students have a straight road to reach their learning targets and some have longer roads.

RTI has 3 levels of intervention, which focus on

Academic - Social - Behavioural needs

1. Tier 1 - Good classroom teaching for all students

2. Tier 2 - Boost Teaching for low achievers and for those students who need extending. Extra Teachers and Learning Support Officers come to each class and teaches a small group, twice per week for 20 minutes. The class is split into 3 groups, a low achiever group, a middle group and an extension group.

3. Tier 3 - For students well behind expected standards - these students attend research, evidence based intervention programs for a minimum half an hour, at least 4 days per week. Programs that our school offers include, Multi Lit Reading Tutor, Mini Lit, Toe to Toe, Gillon Phonological Awareness Program, ERIK and the Extending Mathematical Understanding (EMU) intervention program.

Strengths of the programs offered at Sacred Heart School include:

- Parent Satisfaction with the school is rated as being a major strength at the school, ranked in the top 8% for all Victorian Catholic primary schools
- Use of Literacy and Numeracy data to inform student and teaching needs
- A whole school approach to Inquiry Learning strategies, aligned with Victorian Curriculum
- School camps and excursions for all students
- Regular sports sessions and a variety of sporting days and activities with the other schools in our district, region and state

Western Trinity Catholic School's Network

Our school formed a collaborative partnership with St. Malachy's School, Edenhope and St. Joseph's School, Coleraine, named 'The Western Trinity Network.' Our teachers from each school work together to design learning cycles (units of work) to improve student learning outcomes. By working together across schools, we plan richer lessons, which are finely tuned to the learning needs of all children.

The schools' teachers meet on a weekly basis using video conferencing technology to analyse student work, work out what the students know and what they do not yet understand, to plan lessons. They discuss best teaching practice to make sure students receive the best possible teaching and then retest the students to measure their progress.

In recognition of our creative partnership aimed at improving student learning outcomes, the school's principal has been awarded the 'John Laing Award' from the 'Principals Australia Institute' for providing outstanding professional learning for teachers and the 'Partnership Award from the Catholic Education Office Ballarat. The school is very proud of this achievement.

General Information

Sacred Heart School aims to educate the whole child. This includes educational programs covering all areas of the Victorian Curriculum Standards, Religious Education and extra curricula programs.

Educating in Faith

Sacred Heart School assists parents to develop their child's faith. Children participate in Religious Education lessons while at school. The Catholic Education Office document ~ Awakenings, is the program used by staff who teach Religious Education. The Catholic Sacraments of Initiation are parish based and are school supported.

Special Needs

Children with special needs are supported and fully integrated into the life of the school. Children with specific learning, physical, emotional and/or social needs are assessed under Catholic Education Office guidelines and if applicable, individual funded assistance is granted. This may be in the form of additional programs, extra one to one time with a Learning Support Officer or extra equipment, such as, a dedicated iPad for use in class.

Assemblies

Whole school assemblies are held each Friday afternoon at 3:00pm. During this time classroom awards are presented and we celebrate birthdays and other milestones. These assemblies are run by the School Captains. Assembly is also held on the first day of each week at 9am. Students are briefed on what is happening at school for the week ahead. Parents are always welcome to attend Assemblies.

Camps and Excursions

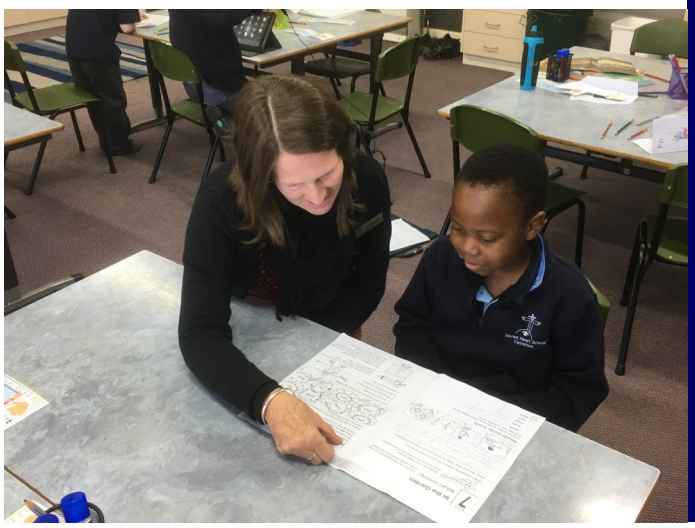
Sacred Heart School has a sequential camps program. This program begins in Foundation, with day excursions. Year One and Two children have a sleepover at school and the Year Three, Four, Five and Six attend camps ranging from 1 hour away to Ballarat or Melbourne.

Newsletter

A school newsletter is sent home with the eldest student of the family every Friday. It has details about what has been happening at school and any upcoming events and community announcements.

Sport

Participation in sport is important part of Sacred Heart School. As well as ongoing Sport lessons each week, students have the opportunity to compete in House, District, Division, Regional and even State competitions in Swimming, Athletics, Cross Country, Soccer, Netball and Football. We combine with the other primary schools in our District.



We combine with our Western Trinity Schools for three sports days each year, those being Swimming, Cross Country and Athletics.

Library

Our library is managed by a library assistant and each class has a weekly library session with their classroom teacher.

Technology

At Sacred Heart School we believe that the use of technology is vital to educating the whole child. Each child has the use of their own Chromebook (laptop) as well as a class set of iPads and large screen TV in each classroom.

Classroom Structure

At Sacred Heart students are divided into classroom groupings depending upon the number of enrolments. Classroom numbers are kept to a minimum allowing teachers to meet the needs of all students individually.

Assessment and Reporting

Teachers continually assess the children in all areas of the curriculum and use this information as a spring board for teaching the children according to their needs and in accordance with the standards set out in the Victorian Curriculum. Parents are informed of their child's progress through parent/teacher discussions twice per year and via written school reports, which are sent to parents mid year and at the end of the year. Each student also adds work samples into their own Learning Journal, which show cases their knowledge, skills and understandings. At the end of each year, teachers conduct a one-on-one numeracy interview with each child. The information gathered is used to target the particular needs of each student. At the beginning of each year the teachers conduct a one-on-one Literacy test and the results inform the teaching and learning program.

Enrolment

Children who will be five years of age, on or before April 30th of the year they commence Foundation (Preparatory), may be enrolled at school. Birth Certificates, up to date Immunisation records from MyGov and Baptism Certificates (if applicable) are to be presented when submitting enrolment forms to the school. A comprehensive transition program between kindergarten and school is offered to all children at the end of each school year so the students beginning their school journey are well prepared.

Sending your precious little ones is always a big step and we like to think that you see the school as partners in the ongoing development of your child/ren. Therefore, parents and carers are always welcome at any time, we want you and your child/ren to feel at home.

Parental Involvement

"Parents are the first educators of their children."
At Sacred Heart School we believe that parents are our most important partners in the children's development. Parents are warmly invited to participate in their child's education and in the life of the school.

School Community Advisory Council

The SCAC is an advisory body whose function it is to assist the parish priest and principal in matters of policy, policy development and in creating the best possible learning environment for our children. Membership is made up of the Parish Priest, Principal, Staff and Parent Representatives. All parents are most welcome to attend these meetings. This committee is also the parent fundraising body for the school. There is an open invitation to all parents to attend these meetings who have children enrolled at our school.

Classroom and school assistance

We welcome parental assistance in the classroom, the library, at sports days or anytime to assist teachers in developing students to their full potential and to strengthen the Parent/ Teacher partnership. Participation in school life provides wonderful opportunities to assist your children and others, in their natural educational environment. Being interested in what happens at school and supporting your child's reading at home is crucial to their success as learners.

Working Bees

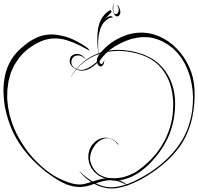
In an effort to keep the school grounds presentable the School Community Advisory Council asks all parents to participate in working bees from time to time to;

A) complete maintenance and improvement tasks and
B) keep maintenance costs to a minimum.

All families are invited to share in this important responsibility.

Lunches

Parent volunteers provide a lunch ordering system in conjunction with Herbert's Bakery usually on the first Monday of each month. Dates and price lists are advertised in the school newsletter.



Special Days

On days such as Pyjama Day, Book Week, Sports Competitions, Feast Days etc. parents are always invited to join the celebrations, which are such an important part of school life at Sacred Heart.

Uniform Policy—Sacred Heart School

Boys Summer Uniform	Girls Summer Uniform
Grey school shorts Navy blue Polo short sleeve top Grey socks Black school shoes Navy school hat Navy school jumper (If required)	Blue school shorts Navy blue polo short sleeve top **Or** Blue school dress White Socks Black school shoes Navy school hat Navy school jumper (If required)
Boys Winter Uniform	**Girls Winter Uniform**
Grey school pants Navy blue polo top (long sleeve or short sleeve) Grey socks Black school shoes Navy school jumper	Blue school pants Navy blue polo top (long sleeve or short sleeve) **Or** Grey school tunic Navy blue polo top (long sleeve or short sleeve) White Socks or Grey Tights Black school shoes Navy school jumper
Boys Summer P.E. Uniform	**Girls Summer P.E. Uniform**
Navy blue or black micromesh basketball shorts Navy blue short sleeve polo top White sports socks Sneakers Navy school hat Navy school jumper (If required)	Navy blue or black micromesh basketball shorts Navy blue short sleeve polo top White sports socks Sneakers Navy school hat Navy school jumper (If required)
Boys Winter P.E. Uniform	**Girls Winter P.E. Uniform**
Navy blue track pants Navy blue polo top (long sleeve or short sleeve White sports socks Sneakers Navy school jumper	Navy blue track pants Navy blue polo top (long sleeve or short sleeve) White sports socks Sneakers Navy school jumper

ALL CLOTHING ITEMS MUST BE CLEARLY LABELLED WITH THE OWNERS NAME.

· Shoulder length hair should be tied back at all times in school colours.
· Jewellery such as bracelets, bangles, chokers, anklets and brooches are not appropriate wear for school.
· Body piercing is not acceptable, except for sleepers or studs in the ears.
· Nail polish is not to be worn to school.
· If children are unable to be in correct uniform a note must be provided to their teacher.

PURCHASING OF UNIFORMS

The School Uniform Co-ordinator will handle all uniform orders. Orders can be placed at any time of the year.

ART SMOCK

The children will also require a big art smock with full length sleeves. For example, an old shirt.

School Fees 2018

The School Fees for 2018 are as follows:

• Family Fee	$990 per family, not per student
• Book and Stationery Levy	$180 per child
• Camps and Excursions	starting at $25 for Foundation, Year 1 and 2 students up to up to $250 for Year 5 and 6 students

Fast Fact—This equates to under $23 dollars per week.

The Ballarat Diocese offers the Family Fee Assistance Scheme to families who are eligible for a Health Care Card through Centrelink. The scheme offers a school fee discount and families who qualify will only be required to pay $10 per week or $520 per year.

If you choose to claim the Family Fee Assistance Scheme in 2018 your school account this year will be credited $470, this being the difference between the actual *2018 School Fees of $990 and $520 per year*. The discounted fee only covers *Family School Fees*. It does not cover additional charges such as, camps, books and stationery.

Although a family may be eligible to receive a fee discount, families may choose *not* to apply for the fee discount and pay the full school fees.

A Camps, Sports and Excursions Fund (CSEF) is also available to families who hold a valid Health Care Card, which provides $125per student towards the cost of these events. The funds are credited to the school from the government once the correct paperwork is lodged.

Please do not hesitate to contact the Principal Mr Evan Wrobel if you would like to discuss these fee concessions or contact the Administration Officer Denise Newell if you require further information.

Sacred heart school, casterton

The staff, children and community wishes to thank you for considering Sacred Heart as an educational option for your child. We sincerely hope this booklet has assisted you in making an informed decision about your child's educational needs. If you would like to enroll your child at Sacred Heart please complete the enrolment form and return it to the school office. If you have any further questions, please contact us.