

St Francis de Sales

Catholic Primary School

626 Pascoe Vale Road Oak Park Victoria 3046 | Tel: 03 9306 9444
principal@sfoakpark.catholic.edu.au | www.sfoakpark.catholic.edu.au

Enrolment

Principal: Aoife McCarthy | aoife.mccarthy@sfoakpark.catholic.edu.au



Enrolment Information Handbook



Do not wish to be anything but what you are and try to be that perfectly
Bloom where you are planted
St Francis de Sales

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Catholic Primary School

626 Pascoe Vale Road Oak Park Victoria 3046 | Tel: 03 9306 9444
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Enrolment

Principal: Mr John Rudd | john.rudd@sfoakpark.catholic.edu.au

St Francis de Sales Catholic Primary School | Bloom where you are planted



Welcome to St Francis de Sales Catholic Primary School, where the education and wellbeing of our students is central to everything we do.

When you become part of St Francis de Sales you are welcomed with warmth into a caring community.

As a small and nurturing school, our children are valued for their individuality and are known by name and personality to all. We would love to welcome you to become the newest members of this community.

On behalf of our Parish Priest, Father Thien, the Teaching Staff and myself, we would like to thank you for this opportunity to introduce St Francis de Sales Catholic Primary School to you.

It is the role of the school and the home to assist in ensuring children experience a positive start to primary school. The transition represents a big time of changes for children and families as they leave a familiar setting.

Our highly professional and motivated staff strive to meet the educational and welfare needs of all students. Teachers provide quality learning opportunities to help all students achieve their full potential.

It would be our privilege to have the opportunity of sharing your child's journey through Primary School and fulfilling the important task of your child's educational needs so that they may continue to grow and develop into the future.

To assist you in your selection process, we have set out Key Information about St Francis de Sales in this Handbook.

Aoife McCarthy | Principal

Penny Sutton | Deputy Principal

St Francis de Sales Catholic Primary School



Acknowledgement of Country



Artwork by Molly Wattle

In the spirit of reconciliation St Francis de Sales Catholic Primary School acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.



Our History



St Francis de Sales was established in 1961 by the Sisters of Charity to serve the Oak Park Community.

The school was named after St Francis de Sales who was dedicated to the church and demonstrated how to live the everyday life in the image of Christ. He was a model of holiness and lived a life that was amiable and friendly which continues to be reflected in our community today.

St Francis de Sales believed:

Have patience with all things but first with yourself.

Never confuse your mistakes with your value as a human being.

You're a perfectly valuable, creative, worthwhile person simply because you exist.

Bloom where you are planted

St Francis de Sales School is dedicated to continuing his vision.

The school was housed in 4 classrooms situated alongside the Parish Church. The school now consists of 11 classrooms, a library, parish hall, and a staffroom and work area for teachers.

In 2010, we undertook a major building project, adding a new, state of the art educational wing comprising of a library, amphitheatre, resource/planning space and 3 large, dynamic, flexible learning spaces. We are always looking to maintain and develop our grounds and facilities to provide the most positive learning environments we can for our students.

In 2019 I met with Architects from 'Smith and Tracey' to discuss a building masterplan for St Francis de Sales. The school was presented with a multi-staged big picture plan of the future of the school buildings at SFdS. This masterplan would enable the school to plan for major building projects and apply for Grants as appropriate.

In 2019 the school undertook the process of a whole school masterplan of which stage 1 saw the construction of a Covered Outside Learning Area over the basketball court area of the school

In 2020 under the 2020-21 Non-Government Schools Capital Fund, the School was successful in receiving a grant of \$2million. As part of the school's masterplan, this funding supported the construction of a classroom cluster and community hub with four new classrooms, an upgraded toilet block and a shared learning space. These works were completed at the end of 2023.

This is such an exciting time to reflect on the opportunities for growth and improvement in our buildings to create an even better environment for learning at SFdS.

In 2024 we have 12 classes consisting of: 3 Year Prep, 3 Year 1/2, 3 Year 3/4 and 3 Year 5/6.

St Francis de Sales Oak Park

Our Vision, Mission and Values

Vision Statement



St Francis de Sales is an inclusive Catholic learning community that strives to build faith, hope and opportunities to bloom

Mission Statement

We are a Catholic primary school where the education and wellbeing of our students is central to everything we do. Through a supportive faith filled learning environment we embrace diversity and empower all to be the best they can be. Together we develop hopeful and resilient life-long learners who can thrive in a rapidly changing world.

Values

Through the charism of the Sisters of Charity and St Francis de Sales we uphold the values:

- Courage
- Inclusiveness
- Respect
- Compassion
- Love
- Excellence

St Francis de Sales Parish

St Francis de Sales Parish

626 Pascoe Vale Road - P. O. Box 2109 Oak Park, Vic. 3046

Tel: (03) 7064 5162 | Email: OakPark@cam.org.au



Parish Priest	Fr. Thien VO
Parish Secretary	Ms Janine Kent

Weekend Masses	Saturday: 6:00pm (Vigil) Sunday: 8:00am, 9:30am and 11:00am (Italian)
Weekday Masses	Monday - Saturday: 9:15am
Reconciliation	Saturdays: 10:00am & 5:30pm
Baptisms & Marriages	Contact the Parish Secretary
Rosary	Monday - Saturday: 8:50 am
Chaplet of the Divine Mercy	Monday - Saturday: After Mass
Eucharistic Adoration and Marian Devotion	Thursday: 6:00pm - 7:00pm
First Friday of the month	After Mass, Benediction and Exposition until 12pm
Morning Tea	Wednesday: After Mass

Contact

St Francis de Sales Parish

626 Pascoe Vale Road Oak Park VIC 3046 | Tel: 03 7064 5162

Email: OakPark@cam.org.au

Our People

Leadership Team

Principal	Aoife McCarthy	aoife.mccarthy@sfoakpark.catholic.edu.au
Deputy Principal Mathematics Leader	Penny Sutton	penny.sutton@sfoakpark.catholic.edu.au
Education in Faith	Simon Maltese	simon.maltese@sfoakpark.catholic.edu.au
Wellbeing Learning Diversity Leader	Catherine Joyce	catherine.joyce@sfoakpark.catholic.edu.au
Literacy Leader Grade Prep–Grade 6	Amelia Morse	amelia.morse@sfoakpark.catholic.edu.au

Specialist Teachers

Intervention Support [Year Prep-2]	Amelia Morse
Intervention Support [Year 3-6]	Elizabeth Camilleri
Visual Arts	Simon Maltese
	Sharon Paxman
Physical Education and Sport	Deborah Boyle
(LOTE) Italian	Pierina Schiavello
STEM Digital Technology	Audrey Lotter-Thompson
	Madi Trompf

Learning Support Officers

Sally Anderson	Liliane Assouni	Adriana Bof	Teresa Lafontaine	Janice Neagle	Thuy Nguyen
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Administration | Tel: 9306 9444 | admin@sfoakpark.catholic.edu.au

Office Business Manager	Connie Lapworth	admin@sfoakpark.catholic.edu.au
Office Administration Assistant (Tue-Friday)	Lisa Hunter	
Executive Assistant Community Communication (Mon-Tue)	Jodie Wishart	

Our School

The Francis Framework | Teaching & Learning at SFdS



At St Francis de Sales, we believe it is every student's right to experience growth in their learning. Our approach is informed by the principles of multi-tiered systems for supporting the academic, behavioural, communication, engagement, health and wellbeing needs of all learners.

The Three Tiers:

Tier 1	Universal quality instruction for all	Whole class research-based core instruction. Screening, assessment, academic, and pro-social supports are provided to all learners.
Tier 2	Targeted support	Targeted supports or evidence-based interventions are provided to students in addition to Tier 1 supports. Students who require more explicit instruction or support are assessed using targeted assessments.
Tier 3	Intensive support	Intensive interventions or supports. Specialised assessments and individualised instruction is provided to students requiring intensive supports.

The three tiers are not discrete or separate but interconnected. They are offered with the required intensity and frequency to support the needs of all students, whether below year level, at year level, or above year level, and regardless of complex learning needs. As a school, we have developed clear, whole-school practices for identifying and meeting these needs. In all areas, we strive to:

- Create timely opportunities for varied and purposeful **assessment**
- Use evidence-based **teaching practices** that are informed by student data
- Develop **quality curriculum** that is inclusive of the needs of all learners, and
- Create and maintain a **culture of excellence**

Our core curriculum is comprised of Literacy, Mathematics, Education in Faith, and Inquiry, underpinned by positive education practices that support the wellbeing of learners in all areas.



Religious Education is at the centre of both the formal and informal Catholic school curriculum. The values, ideals and challenges of the Gospel, embodied in the person of Jesus Christ, find explicit expression in our curriculum and ethos of our school, as do the teachings and traditions of the Catholic Church.

At St Francis de Sales we recognise parents as the primary educator of a child's faith and appreciate that all students bring a wide range of faith and spiritual experiences. These experiences are built upon in the curriculum as rich sources for further learning in Religious Education.

Prayer and Liturgy

At St Francis de Sales prayer and liturgy is an integral part of school life. Students are provided with the opportunity to participate and engage in prayer on a regular basis, in class, at whole school assemblies or independently. The students are involved in a variety of liturgies to celebrate and commemorate events in our school and community as well as special feasts celebrated in our Church as well as given the opportunity to participate in parish masses as a class.

Sacraments

Our Sacramental preparation is a partnership between the families, school and parish.

The School works in partnership with the Parish and parents to offer a curriculum that supports and develops the child's understanding of the Sacraments and the significance it has in their lives and the world. The program also includes Family Faith evenings to further support and guide the children and families in preparing for the Sacrament as well as specially dedicated Masses for families, including the Sacramental celebrations, which develops the child's sense of belonging and importance as part of the Church.

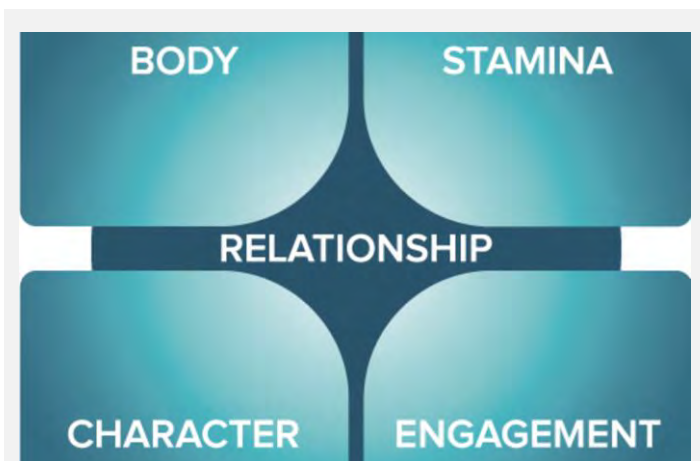
At St Francis de Sales the:

- Sacrament of Reconciliation is celebrated in Year 3
- Sacrament of Eucharist is celebrated in Year 4
- Sacrament of Confirmation is celebrated in Year 6
- School aged Baptisms | Please contact the Parish office for more information about school aged Baptisms.

Education in Faith Leader | Simon Maltese

At St Francis de Sales we understand that students' wellbeing is the cornerstone to their success. For us, wellbeing encompasses everything that the school community does to meet the spiritual, cognitive, physical, emotional and social needs of all our students. We draw strongly on the principles of positive education to support the development of student wellbeing, which is evident in a school culture that prioritises positive relationships, student engagement, resilience, and an understanding of and value for self.

Our work in this area is underpinned by two key frameworks: Positive Behaviour for Learning, and the Berry Street Education Model. **Positive Behaviour for Learning** (PBL) is tiered intervention framework that forms the basis of our whole school approach to teaching about and responding to behaviour. The **Berry Street Education Model** (BSEM) provides strategies for teaching and learning that enables teachers to increase student engagement and develop authentic self-management strategies based on their understanding of how the brain works during different times.



Wellbeing Leader | Catherine Joyce



At St Francis de Sales we offer an evidence-based approach to teaching critical literacy skills based on our firm belief in literacy as a tool for promoting positive life outcomes. As such, we strive to develop an engaging literacy program that promotes skill development in reading and viewing, writing, speaking, and listening in a supportive and stimulating environment.

Our Prep and One Teachers plan and teach Systematic Synthetic Phonics. Little Learners Love Literacy (LLLL) resources and the UFLI Foundations program are used in our junior grades to support the systematic teaching of phonics. Our program delivers an explicit and sequential approach for teaching children to read, write and spell. Our approach to teaching English, in the junior years, focuses significantly on phonemic awareness and phonics for reading and spelling, and also developing handwriting.

Our early year's educators engage all students in Prep to Year 2 with daily Phonological & Phonemic Awareness activities. In Prep we also use the Little Learners Love Literacy Systematic Synthetic Phonics (SSP) program.

At SFDS, a daily literacy block is mandated at each level of our school. It is structured so that teachers work with both whole and small groups, enabling differentiated teaching and learning to take place.



Literacy Leader | Amelia Morse

Within every Maths lesson, we develop meaningful, authentic learning in accordance with the areas of Mathematics outlined in the Victorian Curriculum: Number & Algebra, Measurement & Geometry, and Statistics & Probability. Understanding the importance of key ideas, such as; Trusting the Count, Place Value and Multiplicative Thinking to underpin the planning and implementation of Maths in the classroom.

At St Francis de Sales, Mathematics learning is a priority for daily instruction. Lessons are structured to support whole-class explicit instruction, targeted teaching groups, and whole class lesson closure, with a focus on developing mathematical vocabulary and problem solving skills.

Mathematics aims to ensure that students:

- Are confident, creative users and communicators of mathematics able to investigate, analyse, represent and interpret situations in their lives
- Are engaged in a structured 1 hour mathematics lesson daily where a variety of school based assessments are used to monitor student learning, identifying needs and plan for focused teaching

Mathematics Leader | Penny Sutton



Inquiry is all about what learners do. At St Francis de Sales, we integrate a broad range of curriculum areas into our inquiries, to encourage learners to actively make sense of new information in a way that develops agency, self-efficacy, and taking action. Inquiry forms a meaningful foundation for learners to understand their responsibility to contribute positively to the world, armed with a deep understanding of the unique skills and talents they possess in order to do so.

Our Inquiry framework seeks to support learners to come to authentic understandings based on the following concepts, which are explored every 2-years:

- Community
- Change & Causation
- Creativity
- Responsibility
- Identity
- Sustainability
- Diversity
- Connection

At St Francis de Sales, Visual Arts and Digital Technologies are embedded in our Inquiry Curriculum across all strands. In this way, all our teachers are Visuals Arts and Digital Technology teachers. We believe this approach supports our learners to express their knowledge and ideas creatively and in a way befitting of the needs of a digital world.

Key to our digital technology education is:

- 1 to 1 Laptop availability from Years 3-6
- Pods of iPads used to support learning in Junior school
- Digital Display technology in every classroom
- Use of google apps for education (GAPE) in all classrooms
- In-class programs supporting cyber safety and use of technology
- Use of technology to support assessment of student learning needs across the school
- State of the art virtual environment including ICT support on site



Specialists | LOTE (Italian), Performing Arts, & Physical Education

At St Francis de Sales, we understand the need for a rich and varied curriculum to meet the needs and interests of a broad range of learners. We are committed to developing the conditions for our learners to achieve in a range of contexts. Within our specialist program, we offer LOTE (Italian), Performing Arts, and Physical Education.

Specialist | LOTE (Italian)

At St Francis de Sales, LOTE (Italian) is offered to all students from Prep to Grade 6 on a weekly basis for 40-minute lessons. Our program aims to teach students basic Italian language skills while immersing them in the culture and history of Italy. This year our school has committed to the Early Learning Languages Australia (ELLA) F-2 initiative, which strives to raise the profile of language study using a play-based approach supported by digital technologies. ELLA creates opportunities develop cognitive and social skills, and to celebrate culture and diversity. We are very excited to be on board!

Specialist | Visual Arts

Visual Arts offers students a forum to express their creativity and innovation in a meaningful, hands-on way. At St Francis de Sales, art lessons are deliberately linked to Inquiry and real-world events, to support the development of vocabulary and build meaningful learning links, including the skill of observation. In the fast-paced world of our learners, we believe these practices support students to engage in the world with a sense of wonder and awe. In Visual Arts, students move through lessons that support them to express their thinking using a range of materials, techniques, and mediums, as well as respond to and interpret artworks in the context of their own experiences.

STEM

STEM is an approach to learning that integrates the areas of science, technology, engineering, and mathematics. Through STEM, students develop critical learning skills including problem-solving, creativity, and analysis. STEM learning is designed to support students to find creative solutions to real or imagined 'problems' by applying the Design Process (Ask, Imagine, Plan, Create, Improve, Evaluate), often including the use of digital technologies. Currently, at St Francis de Sales, our students have access to iPads, Google Chromebooks, Bee-bots, and LEGO Technic Control. All students have access to a 40-minute STEM session every week.

Specialist | Physical Education

Physical Education is offered to all students from Prep to Grade 6 through a program provided by dedicated specialist and classroom teachers. Our program develops motor skills and movement competence, health related physical fitness and sport education through engagement in physical activity, games sport and outdoor education. Swimming is offered in Years 1 -4 and a camp program in Year 5/6. Year 3-6 students are given the opportunity to participate in Inter-School Sport competitions such as Cross Country and Athletics. The Year 5/6 students also participate in Inter-School Sport winter and summer competitions in sports like netball, soccer, football, cricket, bat tennis and softball.



2025 School Fees

A Statement of Fees is sent to all families at the beginning of Term 1. School fees must be finalised by 30 September 2025.

2025 Fees and levies

Family fees	Curriculum levy (per student)	Building levy
\$2,100.00	\$550.00	\$200.00

School Levies

Swimming Levy	Year 1-4	\$95.00 per student (Year 1 - 4 Students only)
Technology Levy The Technology Levy is heavily subsidised by the school. This levy supports funding updated Chromebooks and related technology.	Year 3-6	\$100.00 per student (Year 3 - 6 Students only)
Interschool Sport The Interschool Sport Levy is heavily subsidised by the school and eliminates the need for families in Year 5/6 to make interschool sport payments throughout the year.	Year 5/6	\$65.00 per student (Year 5/6 Students only)
Camp Levy	Year 5/6	\$425.00 per student (Year 5/6 Students only)

Payment Options

Payment Options	<p>A Statement of Fees will be sent to all families at the beginning of Term 1. For ease of payment, families can pay their school fees electronically. Payment can be made by either:</p> <ul style="list-style-type: none"> • Directly depositing funds into the SFdS Bank Account. • A regular automated credit card payment. (The School is not permitted to keep credit card details on file, they are tokenised which allows the school to securely store the details). A fees, levies and charges credit card agreement will need to be completed. Please see Connie Lapworth, Office Business Manager to arrange this. • If you would like to pay your fees by direct debit you will need to arrange this directly with your Bank. • Eftpos payments can be made via the School Office eftpos machine. Please see Connie Lapworth or Lisa Hunter in the School Office.
Payment by Instalments	Payments can be made in instalments either weekly, fortnightly, or monthly until finalised by September 2025.

Contact

Special Arrangements	For special arrangements for paying your child/children's school fees, please see Connie Lapworth, Office Business Manager or Penny Sutton, Acting Principal.
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Operoo



Operoo is the primary means of communication at SFdS.

Operoo provides a simple way for parents, carers and/or guardians to sign forms and safely share emergency and medical data with the school.

Operoo eliminates the need for paper forms being sent home and found in the bottom of backpacks and filling in the same information repeatedly.

Absences

All absences need to be notified to School by completing an eForm in Operoo. If you experience technical issues with Operoo, absences can be notified by telephoning the School Office on 9306 9444 or by emailing your child/children's Classroom Teacher.

Failing to notify the School will result in our School Administration Staff contacting families to ensure the absence is genuine. Contacting Families of any unexplained absences is a mandated requirement for Primary Schools.

Change of Details

If you have a change of address, phone number or email address please complete a 'Change of Details' eForm in Operoo and/or email the School Administration Office admin@sfoakpark.catholic.edu.au

Seesaw



At St Francis de Sales we have made a commitment to using a digital portfolio tool called 'Seesaw'.

Seesaw is a platform for student engagement that inspires students of all ages to do their best. Seesaw creates a powerful learning loop between teachers, students, and families.

Seesaw:

- Makes your child's thinking and learning visible so we can see and celebrate their growth over time
- Opens communication between home and school, so we can share ideas to best support your child's learning at home and at school
- Gives your child an authentic audience for their work which motivates them to do their best

At the beginning of Term 1 your child/children's Classroom Teacher will share with you login details and instructions on getting started with Seesaw.

House Teams



Our mission for establishing House Teams at St Francis de Sales is to provide a lifelong learning experience for our students. The House Team System brings the school's Vision Statement alive. Each House team has a value that is drawn from our Vision Statement attached to it. We would like to provide opportunities for friendly competition within the school. The House Team System provides a simple framework for such competition.

We aim to emphasise the importance of teamwork, sportsmanship, fair play, excellence and respect for one another.

The entire school, including staff, is divided into four house teams. The four house teams are named after people who made a significant contribution to the establishment of our parish and local community.

The House names are:

NATHAN	Green	Patrick Nathan
WELCH	Red	Gerry Welch
WHITE	White	Ken White
NELSON	Blue	John Nelson

Family members are always in the same house and we ensure a fair balance of girls and boys, but otherwise the groups are chosen randomly. Sporting events and other school events are arranged using the House Team system. Through this system we hope to provide enjoyment and fun by learning and working together as a team.

House Teams Sports Uniform Polo Top



School Day

Children are expected to arrive at school between 8.30am and 8.40am, giving them ample time to greet their teachers and friends and organise their materials for the day. The first bell goes at 8:45am to allow the children to set up and get ready for the day. All of this is great settling behaviour and allows the students to be ready for the business of the day. Students arriving before 8.30am cannot be adequately supervised as teachers are engaged in other duties. Families of students consistently arriving before 8.30am are advised to enrol in Before School Care.

Children arriving after 8.45am experience difficulties settling into the days' learning as they miss the important 'tuning in' that happens at the beginning of each school day. Being at school on time helps children to learn and assists them in developing good habits which will benefit them throughout their schooling and throughout their lives.

Morning Bell	The first bell is at 8:45am and the final bell to be in class is at 8:55am.
Late arrivals	Students who arrive to school late i.e. after 8:55am must be signed in at the front office by a family member or an adult.
Absences	All absences need to be notified to School either by eForm on the SkoolBag App, telephoning the School Office on 9306 9444 or emailing your child/children's teacher. Failing to notify the School will result in our School Administration Staff contacting families to ensure the absence is genuine.
Contacting families	Contacting Families of any unexplained absences is a mandated requirement for Catholic Primary Schools.
End of School Day Dismissal	At the end of the school day students are dismissed from the Basketball Court and Church Block Area.

Daily Learning Schedule

8:55am - 11.00am	Learning Session 1 Literacy
11.00am - 11.40am	First Break
11:40am - 1:30pm	Learning Session 2 Maths + RE or Inquiry
1.40pm - 1.50pm	Supervised eating time
1.50pm - 2.30pm	Second Break
2.30pm - 3.30pm* (*Except Fridays when school finishes at 3.00pm)	Learning Session 3 RE or Inquiry



School Uniform Suppliers



The wearing of school uniform is compulsory. It is neat, attractive and long wearing. It gives a child a sense of belonging and helps in developing a school tradition.

We encourage all children to take pride in their school by consistently wearing the correct school uniform. If a child is unable to wear a complete school uniform for any reason, a note is required.

The school's official supplier of uniforms is Noone Uniform Suppliers. SFdS Uniforms are only available for purchase directly from Noone. Uniforms can be ordered online and delivered to the school free of charge.

Assembly

Each Second Friday we come together in assembly as a whole school community and invite our parents, grandparents and friends to come along too.

Our school assemblies are some of the most important aspects of the school's curriculum. We believe the assembly nurtures positive school ethos that stresses care for self and others. We take this opportunity to share aspects of school life that are of worth.

Our classes take turns to be responsible and to showcase their learning. Certificates of Achievement and Positive Behaviour for Learning Awards are often awarded at these special gatherings.

Anaphylaxis and Allergy Policy

St Francis de Sales Primary School's priority is the safety and well-being of all our students. Many of you will know someone who is affected by anaphylaxis, a life threatening allergic reaction.

St Francis de Sales has a number of students who live with the risk of anaphylaxis to foods. Whilst these children are being taught to care for themselves at an age appropriate level, we ask that you help us educate your child on the importance of not sharing food with others, washing hands after eating and calling out to an adult if they think their friend with allergies is sick.

With increased awareness and understanding of anaphylaxis, you will be able to help protect those around you.

The school also asks that all parents *carefully* consider the foods they place in their child's lunch box each day.

Minimising foods such as *Peanuts, Tree Nuts and Sesame* can greatly reduce the chance that ANY student in our school is exposed to foods that they are allergic to.

A copy of the schools Anaphylaxis and Allergy Management Policy is available on the school website and the SkoolBag App. I strongly advise all parents to read this document and pay particular attention to the risk minimisation section of the policy.

Our school does its best to be an allergy aware school. Staff have had training in severe allergy management and we have implemented many strategies to help keep students at risk of anaphylaxis as safe as we can.

Before and After School Care



Kelly Club provides OSHC before and after-school care programmes throughout Victoria. Kelly Club's aim is to provide not just 'a childcare facility', but to create a safe environment where children can have fun and benefit from in a number of ways.

Kelly Club is closely aligned with Kelly Sports. Kelly Sports has been providing a range of curricular and extra-curricular sporting programs for children in Australia since 1994.

Kelly Club's OSHC programmes are focused on sports, cooking, art and craft activities as well as structured 'free-time' around a busy day at school. These activities are incorporated into themed subjects each week that give children the opportunity to extend their learning outside of the school classroom. Kelly Club believe it is important that children get the opportunity to enjoy play and engage with friends, while being under the supervision of quality staff, during out of school care programs.

Operating Times

Before School Care: 7:00am to 8:30am | After School Care: 3:30pm to 6:15pm (Except on Friday when School Finishes at 3:00pm).

For more information and fees payable, please visit

<https://www.kellyclub.com.au/sfoakpark..>

ABC Music Program



ABC Music makes music in schools as simple as ABC. ABC Music Guitar and Keyboard lessons are available as an extra curriculum activity for students in Year 1-Year 6. ABC Music Group offers music lessons during our school hours on a Thursday.

For more information visit [ABC Music website](https://www.abcmusicgroup.com.au) or contact the ABC office via email: info@abcmusicgroup.com.au or call 0403 493 861.

Kelly Sports



Kelly Sports provides a range of fun and stimulating programmes that develop children's fundamental sporting skills in an environment that encourages children to give sport a go.

Kelly Sports offers a fantastic range of organised activities for children outside of the school curriculum after school on our school grounds.

<https://www.kellysports.com.au/>

Serving on the School Advisory Council of a Catholic school is a form of Church lay ministry. It is a response to the call to support the local Catholic Parish and School communities in a particular way. It is also a means for members of our community to share their skills and talents for the common good. A well-functioning Council provides rich sources of wisdom and insight as well as a means of strengthening community links and potential for partnerships. The School in conjunction with the School Advisory Council have adapted the [MACS Terms of Reference](#) in establishing effective operating procedures for the Council. The MACS Terms of Reference is available on the school website under the 'Community Partnerships' tab.

In keeping with the objects of the MACS Constitution, which states "The good work of educating the young, undertaken in the light of the Gospel, is a co-responsible task led by every member of the Catholic school community", the School Advisory Council provides a crucial point of connection between the wider School community and School leaders. While the School Advisory Council does not have a decision-making authority, it informs, advises and supports the Principal and School leadership.

Advisory in nature

The School Advisory Council provides a forum for discussion and discernment, where the parent/guardian voice and perspective are available to inform and support the decisions made by the Principal and Parish Priest for the good of School and Parish where the wellbeing and outcomes for students is paramount.

School Advisory Councils do not have a legal identity and do not become involved in the day-to-day management of the School. It is also important that School Advisory Council members understand that their role is to give consideration to, and advice on, important School matters in order to support the Principal in the context of the MACS governance arrangements. The School Advisory Council must act within the parameters of this Terms of Reference.

The School Advisory Council is made up of dedicated parents and staff from St Francis de Sales School. The School Advisory Council meets monthly to advise in a spirit of cooperation with the Parish Priest and School Principal regarding the operation of the School. The School Advisory Council's function is to make recommendations, in an advisory capacity.

Please feel free to contact the School Advisory Council at any time with any questions or comments you may have via email or please feel free to approach any one of our members.

Our 2024 School Advisory Council members are:

Parish Priest	Father Thien VO
Principal	John Rudd
Staff Representative	Belynda Horne
Chair	Duncan Brown
Secretary	Megan Adams
Parent Representative	Elise Chandler
Parent Representative	Kane Marinko
Parent Representative	Michelle El Khoury
Parent Representative	Peter Pennicott

St Francis de Sales continues to be a community that is both welcoming and inclusive. Our school has a strong sense of community where you are welcomed with warmth into a caring environment. We recognise that the partnership between home, school and the wider parish is vital to the school's continued success.

Our parents continue to be incredibly supportive through action that assist the school such as being parent helpers in the classroom, attending fortnightly school assemblies and other school events.

The role of Parents and Friends is to work to support the staff and the school which their children attend. This is vital work because it is only through the co-ordinated active involvement and interest of parents, along with dedicated staff, that the School will become a 'faith community, which not only encourages learning but leads children to God and living a Christian life' (*Parents and Friends Federation of Western Australia Inc*).

The aim of Parents and Friends is to assist in the planning and organising of functions associated with the social, sporting, cultural and educational life of the school community.

At times, the Parents and Friends Group fundraise for particular projects which assist or enhance teaching aids and equipment or improvements to facilities within the school grounds, buildings etc. In order to achieve its aims, Parents and Friends arrange a variety of events throughout the school year.





Family School Partnerships

St Francis de Sales understands that family involvement and positive relationships between the school and families are essential to the success of our school. We believe that, in partnership with parents and the wider community, we can create a positive and enriching environment for our children that will foster a lifelong love of learning.

Children learn from both parents and teachers, but it is parents who have the long-term responsibility for their child's welfare and who are the primary educators. Children benefit if parents and teachers are able to work in partnership and if they see their parents involved in their learning and in the life of the school.

The school is also part of the parish, local and wider community. Developing strong relationships beyond our own boundaries allows the children to gain from a broad range of opportunities and begin making their own contributions as members of the community.

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School Policies

Our school policies are available on the school [website](#) and are reviewed regularly. Policies are in line with the Melbourne Archdiocese Catholic School's requirements to ensure MACS compliance with the VRQA minimum standards.

Child Safety at St Francis de Sales

At St Francis de Sales we hold the care, safety and well-being of children and young people as a central and fundamental responsibility of our school. Our commitment is drawn from and inherent in the teaching and mission of Jesus Christ, with love, justice and the sanctity of each human person at the heart of the gospel (CECV Commitment Statement to Child Safety). The person of each individual human being, in his or her material and spiritual needs, is at the heart of Christ's teaching: that is why the promotion of the human person is the goal of the Catholic school (Congregation for Catholic Education 1997, n.9).

SFds School Policy documentation supporting our commitment to Child Safety at SFds can be found on our school website.

SFDS PARENT CODE OF CONDUCT

SFDS CHILD SAFETY POLICY

MANDATORY REPORTING OBLIGATIONS

SFDS PRIVACY POLICY



Student Artwork by Pia

St Francis de Sales Primary School

Bloom where you are planted | Be who you are and be that well



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