History...

St Joseph’s Catholic Primary School, Manildra is a co-educational school catering for students from Kindergarten to Year Six. In 1928, the Catholic community of Manildra, with the help of Parish Priest Dean Lawler, brought the residence of Dr E Neumann in Loftus Street. A Catholic school was opened of the order of St Joseph’s Perthville, with Sisters Rosarie, Raphael and Stanislaus in residence. The Catholic school was brought up to intermediate standard in 1953, by the inclusion of another Sister on the staff. The present school building was erected and opened in 1955, with Dean Eviston being the Parish Priest at the time.

The present Primary, Infants and Library rooms were initially the Infants, Primary and Secondary rooms. The present staff room was used as a music room. A Principal’s Office and Resource Room was voluntarily built by parishioners and parents, and opened by the then parish Priest Monsignor McGuinn in 1986. 1963 saw the closing of the Secondary section of St Joseph’s with the introduction of the Wyndham. The convent residence was closed and sold in 1969. From 1970 Nuns travelled from Molong to service the school for seven years. The first lay principal, Mr Geoffrey Picker was appointed in 1977 – and this staffing policy has remained unchanged.

Our Staff...

Principal: Josh Dunn
Parish Priest: Fr Garry McKeown
Teachers: Miss Megan Thorpe – Stage 1
Josh Dunn – Stage 1
Mrs Margaret Gosper – Stage 2
Mrs Tina Hough - Stage 2 & Learning Support
Mr Adam Freeman – Stage 3
Learning Support and Intervention: Mrs Jaime Hoolahan
Clerical: Mrs Therese Press
Our School Day...

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.15am – 8.35am</td>
<td>• <strong>Early morning arrival</strong> – any students who arrive at school before 8.35am are welcome to come to the library for ‘Homework and Catch-Up’ with Mr Dunn, to resolve any issues with homework and/or schoolwork.</td>
</tr>
<tr>
<td>8.35am – 9.00am</td>
<td>• <strong>Morning Play</strong> – supervised on the playground</td>
</tr>
<tr>
<td>9.00am – 9.10am</td>
<td>• <strong>Morning Assembly</strong> in Library – prayer, roll, messages</td>
</tr>
<tr>
<td>9.10am – 11.00am</td>
<td>• <strong>Literacy Block</strong> – including personalised programs such as multi-lit, pre-lit (for Kinders) and guided reading groups</td>
</tr>
<tr>
<td>11.00am – 11.30am</td>
<td>RECESS</td>
</tr>
<tr>
<td>11.30am – 1.00pm</td>
<td>• Normal classroom time</td>
</tr>
<tr>
<td>1.00pm – 1.50pm</td>
<td>LUNCH</td>
</tr>
<tr>
<td>1.50pm – 3.20pm</td>
<td>• Normal classroom time</td>
</tr>
<tr>
<td>3.20pm</td>
<td>• <strong>Afternoon bell</strong></td>
</tr>
</tbody>
</table>

When a child is absent from school through sickness or for any other reason, a written explanation from parents is required on return to school. For periods of extended absences an exemption should be applied for with the School Principal.

We believe that parents should be able to contact the school at anytime during the school day. The school telephone number is 63 645 177. Our office hours are 8.00am – 4.00pm.

Our email address is stjosephsmanildra@bth.catholic.edu.au.

It is important that you make appointments to talk with your child’s class teacher. Please phone the office to make an appointment. We welcome contact with parents. If you have any concerns about your child’s behavior or progress, please feel free to discuss them with your child’s class teacher.

**Lunch Orders**…

Parents are able to order lunches for their children through the local store, ‘Coffee on Kiewa’ in person or over the phone. Family accounts are also available. Lunches are then delivered to the school at the beginning of lunch time.
**Homework...**

The aim of homework is to:
- Provide a link between school and home
- Build good study habits
- Reinforce concepts learnt in class

If your child is having difficulty with homework please contact their class teacher. If for some reason they are unable to complete the work a note of explanation would be appreciated.

**Assemblies and St Joseph Awards...**

Assemblies are held 3 times a term in the ‘Jocelyn Farr Library and Learning Centre’. The dates are published regularly in the school newsletter. Children are given the opportunity to show work samples and be acknowledged for their achievements through the awarding of St Joseph Awards.

**Funding Our School...**

School fees within Catholic Schools cover the gap between government funding and the costs of providing a quality education for their students. School fees accounts include ‘School Services Fees’, ‘School Based Fees’, and a ‘Diocesan Capital Works Levy’.

The rate of fee is set by the Catholic Education Office with the approval of the Bishop. Families receive a reduction in fees where two or more children attend Catholic schools. It is expected that all families meet their fee obligations. In cases of genuine hardship some level of assistance will be given. It is necessary for you to approach the School Principal should you require such assistance. Direct debit or BPAY options are available weekly, fortnightly or monthly.
# School Fees Schedule - 2016

## Family Fees

Capital Works Levy - $528 per year ($176 per term)

## Student Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
</table>
| Tuition Fee | Kindergarten and Year 1 students  
$966 per year (payable in Term 1, 2 and 3 - $322 per term) |
| Tuition Fee | Year 2 students  
$750 per year (payable in Term 1, 2 and 3 - $250 per term) |
| Tuition Fee | Year 3, Year 4, Year 5 and Year 6 students  
$966 per year (payable in Term 1, 2 and 3 - $322 per term) |

## Other Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Book fee (per student)</td>
<td>$60 per year payable over the 3 terms</td>
</tr>
<tr>
<td>IT Levy (per student)</td>
<td>$20 per year payable over the 3 terms</td>
</tr>
</tbody>
</table>

## Family discounts to be applied to Tuition

- 2 children  
  20% on the second child
- 3 children  
  40% on the third child
- 4 children  
  60% on the fourth child and beyond
Reports and Interviews...

Reports are an effective way of giving detailed information regarding student progress to parents. Half-yearly and Yearly reports go home at the end of Terms 2 and 4. Parent Teacher interviews are encouraged at the end of Term 1 and Term 3.

In the meantime, parents are encouraged to make an appointment with their child’s class teacher and/or school principal if they have any concerns. Likewise, teachers will initiate contact if they have any concerns with a child that parents need to be aware of.

Newsletters...

Every Thursday a school newsletter is sent home with the eldest child in the family. Parents are encouraged to read the newsletters as it contains information of coming events and important dates. If you would like the newsletter to be emailed please advise the school office. Newsletters are also available on our school website.

Administration of Medication...

Parents are able to request the administration of medication in writing, by completing a “Parent Request Form”, when medication is prescribed or varied, by a medical practitioner. In cases involving medication critically important to a child’s health, parents are required to provide the school with detailed instructions about the care needed to safeguard the child. All medication must be clearly labeled with the student’s name and explicit details of doses. The school does not provide painkillers (eg Panadol) without parent/carer permission.
**School Uniform...**

All children are expected to be attired in the correct school uniform each day of the school year and to present themselves in line with school dress policy, which stipulates:

- Acceptable hairstyles. All hair (boys & girls) must be tied back at all times.
- One small ring only may be worn. A religious medal on a fine chain may be worn. No bracelets, bangles, necklaces or anklets are permitted.

<table>
<thead>
<tr>
<th>Girls</th>
<th>Boys</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer</strong></td>
<td><strong>Summer</strong></td>
</tr>
<tr>
<td>Pink checked dress</td>
<td>Grey shorts</td>
</tr>
<tr>
<td>White socks and black shoes</td>
<td>Short sleeved blue shirt</td>
</tr>
<tr>
<td>Maroon/pink/white hair accessories</td>
<td>Grey socks and black shoes</td>
</tr>
<tr>
<td>Navy school hat</td>
<td>Navy school hat</td>
</tr>
<tr>
<td><strong>Winter</strong></td>
<td><strong>Winter</strong></td>
</tr>
<tr>
<td>Maroon trousers/box pleat tunic</td>
<td>Grey trousers</td>
</tr>
<tr>
<td>Beige shirt, School tie</td>
<td>Long sleeve blue shirt, School tie</td>
</tr>
<tr>
<td>Maroon jumper</td>
<td>Maroon jumper</td>
</tr>
<tr>
<td>Beige tights/white socks/black shoes</td>
<td>Grey socks/black shoes</td>
</tr>
<tr>
<td>Navy or maroon beanie and scarf</td>
<td>Navy or maroon beanie and scarf</td>
</tr>
<tr>
<td><strong>Sport (Wednesdays and Fridays)</strong></td>
<td><strong>Sport (Wednesdays and Fridays)</strong></td>
</tr>
<tr>
<td>Navy blue tracksuit with gold trim</td>
<td>Navy blue tracksuit with gold trim</td>
</tr>
<tr>
<td>Navy blue shorts</td>
<td>Navy blue shorts</td>
</tr>
<tr>
<td>Navy polo sports shirt with gold trim</td>
<td>Navy polo sports shirt with gold trim</td>
</tr>
<tr>
<td>Navy rugby jumper</td>
<td>Navy rugby jumper</td>
</tr>
<tr>
<td>White Socks / blue &amp; white joggers</td>
<td>White Socks / blue &amp; white joggers</td>
</tr>
</tbody>
</table>

All uniform items available through the school clothing pool or uniform stockists.
Parent Involvement...

Parents are encouraged to be actively involved in the school through various avenues. There are a number of opportunities that arise during the school year for parent participation in reading, sport and other activities and any talents that you have to share in these areas will be most welcomed.

P & F Association...

St Joseph’s is very fortunate to have an active Parents & Friends Association. The P & F raise funds for countless projects throughout the school year. All parents are encouraged to become involved in the P & F, assisting in raising money to provide many useful resources which aid in the development of the school’s learning environment and update resources for our students. Dates and times of the P & F meetings are advised in the school newsletter.

General Information...

School and Postal Address: 65-69 Loftus Street
MANILDRA NSW 2800

Telephone number: (02) 63 645 177
Fax number: (02) 63 645 383
Email Address: stjosephsmanildra@bth.catholic.edu.au
Website: www.stjosephsmanildra.catholic.edu.au
Facebook: ‘st josephs manildra’
School Song…

“ALL FOR YOU”  
(© Kevin Bates)

Bus doors open, cars and bikes  
Help us all arrive  
Every day new learning waits  
Friends with smiles alive.
Space to run and time to grow  
Everyone belongs  
Sharing gifts with open hands  
Makes a living song.

REFRAIN

All for you O heart of Jesus  
All our gifts grown true and free  
We listen, learn and celebrate  
Great love is here for all to see.

Families and friends all come  
And in our school belong  
St Joseph’s offers everyone  
A path to journey on.
Nature’s gifts and God’s own grace  
Combine in waiting hearts  
Together as one spirit grows  
New life and love now sparks.