



# St Mary MacKillop Primary School

Welcome to St. Mary MacKillop Primary School.

**Principal:**

Mr. Anthony McCluskey

**Deputy Principal:**

Mr. Anthony D'Amico

**Assistant to the Principal/School Registrar:**

Mrs. Kellie Doherty

**Contact:**

[office@mmkeilordowns.catholic.edu.au](mailto:office@mmkeilordowns.catholic.edu.au)

Phone: 9367 6199





# St Mary MacKillop Primary School

## Who is St. Mary MacKillop?

Our patron and namesake, Saint Mary MacKillop was an ordinary Australian woman, living an extraordinary life. Mary MacKillop was declared a saint of the Church for the world in 2010. Her determination to ***'see a need and do something about it'*** is the challenge to which we aspire in our school. In the spirit of our patron, we look to ***'see the hand of God in all that happens.'***





# *Introduction to our Catholic school.*

- Catholic education is intrinsic to the mission of the Church. In fact Catholic education is at the very 'heart of the Church'. It is one means by which the Church fulfils its role in assisting people to discover and embrace the fullness of Christ.
- The Australian bishops established Catholic Schools in the 1860s as a key instrument of catechesis and sacramental preparation for Catholic children. Catholic schools continue to offer a broad and comprehensive curriculum imbued with an authentic Catholic understanding of Christ and his teaching, as well as a lived appreciation of membership of the Catholic Church.
- St. Mary MacKillop Primary School (SMMPS) is a Catholic school primarily for Catholic children. We were established in 1984 and we are owned by St. Mary of the Assumption Parish, Keilor Downs/Kealba.
- Our concern is to ensure access for Catholic families. However local pastoral discretion is an important element of decision-making with regard to enrolment. Therefore, whilst bearing in mind that first priority is given to Catholic children within our parish, the Parish Priest and Principal exercise some pastoral discretion where they deem necessary.



## *Our Catholic Culture*

As a Catholic school, we celebrate Christ as the centre of our lives, calling us to be life-giving by the way we live the Gospel in our time.

We strive to empower our community to be people of hope for the world.



# *Our School*

## **We pride ourselves on our:**

- dynamic learning community
- enthusiastic and wonderful student group
- welcoming and supportive Leadership Team
- happy, passionate and positive teachers
- parental and community involvement
- pastoral policies and practices that promote self discipline and social relationships
- our school wide positive behaviour approach which frames all we do
- our school environment
- a Religious Education Program which teaches our faith as Catholics
- a Sacramental Program which prepares children to receive the Sacraments of Reconciliation, Communion and Confirmation



# *OUR SCHOOL VISION*

Inspired by the Gospels and in the spirit of  
St. Mary MacKillop,  
we never see a need without taking action.

We live and celebrate our Catholic faith.

In and through positive relationships,  
we aspire to protect all children under our care,  
prioritising their safety and wellbeing.

We learn to be,  
to know, to do,  
to live together  
and to change.

We are a community of lifelong learners.



# LEARNING & TEACHING

As a school within the State of Victoria we are mandated by the Victorian State Government to teach the **Victorian Curriculum**.

We strive to equip the children with a set of **Knowledge, Skills** and essential **Capabilities**, which include:

- **Critical and Creative Thinking**
- **Personal and Social Capability**
- **Ethical Understanding**
- **Intercultural Understanding**

These Capabilities have been identified within the Vic. Curriculum as imperative to supporting students entering life within and beyond the classroom.



# RELIGIOUS EDUCATION

Being a Catholic school, Education in Faith is explicitly 'taught' and underpins all learning, teaching and indeed life at St. Mary MacKillop Primary School.

We teach the **Religious Education Curriculum Framework, Coming to Know, Worship and Love**, as mandated by the Archdiocese of Melbourne.

**This Framework supports the teachers in bringing the richness of our Catholic tradition into dialogue with the world of the students and contemporary culture.**



# *RELATIONSHIPS ARE WHAT MATTERS...*

## **Learning Essence Statement**

Relationships are at the heart of our learning community. We engage in rigorous learning experiences that are both independent and collaborative. We strive to develop dispositions that enable us to become self motivated learners. We value a learning journey that inspires us to make meaningful connections.

# DISPOSITIONS

At SMMPS, we empower our students to be:

- *Reflective*
- *Collaborative*
  - *Flexible*
- *Self-Motivated*
  - *Curious*
  - *Creative*
  - *Persistent*

# DISCOVERY LEARNING P-2

*“A child’s greatest achievements are possible in play.”*

*“Children learn as they play.*

*Most importantly, in play children learn how to learn.”*

Discovery is a time when students learn through opportunities to play, explore or investigate. The environment is designed to engage students in things that interest them, as well as areas of the curriculum, in a developmentally appropriate way. The focus is on creativity, problem solving, language development and social interaction. Students make choices, take risks with their learning and value mistakes as part of their learning journey.

# **PASSION PROJECTS (3-4)**

## **80/20 TIME (5-6)**

### **What are Passion Projects and 80/20 Time?**

Passion Projects and 80/20 are an opportunity for students to follow their passions and develop their ability to manage their learning more independently. Students are supported to identify an area of interest and develop a simple project that will require them to 'make, learn or teach'. The journey to achieve the end goal is where the important learning takes place and is documented and celebrated.

## **ALSO ON OFFER....**

- Focus on explicit teaching in Maths and English
- Targeted teaching
- Physical Education/ Sports program
- Perceptual Motor Skills Program (PMP) in Prep
- Athletics and Swimming (3-6)
- Interschool Sport (Year 5 and 6)
- Integrated ICT
- Creative Arts
- Performing Arts
- Italian



# Our Facilities

- A warm and inviting school facility,
- A variety of collaborative and flexible learning spaces
- A safe fenced school playground, comprising active and passive playing areas
- Two Adventure Playgrounds
- A grassed oval for Sports
- Basketball/Netball and Volleyball courts
- A School Stadium
- Laptops, Desktops, Chrome Books and iPads distributed throughout the school (1:3 student to device ratio)



# Well-Being Plan

We aim to assist the children to:

- Establish healthy relationships
- Make responsible and ethical decisions
- Recognise and manage their emotions
- Set positive goals
- Meet personal and social goals
- Develop coping skills to deal constructively and effectively with life's challenges.





# Our Well-Being Plan...

- **Is pro-active**

We work towards a calm and safe environment for all members of the school community.

- **Creates and maintains a caring school**

We ensure all children feel valued and possess a sense of belonging.

- **Responds with sensitivity**

We respect the academic, social and cultural diversity of our children and their families.

*We explicitly teach behavioural expectations and social and emotional intelligences.*



# **SCHOOL WIDE POSITIVE BEHAVIOUR SUPPORT**

## *THE THREE 'R's'*






- **I am Responsible**
- **I am Respectful**
- **I am Resourceful**
- **I am Safe**

# SCHOOL WIDE POSITIVE BEHAVIOUR FRAMEWORK



**ST.MARY MACKILLOP**  
Primary School Keilor Downs

## School-Wide Positive Behaviour Support

	Always	 Indoor Learning Areas	 Outdoors	 In the Community	 Digital
<b>I am Responsible</b>	<ul style="list-style-type: none"> <li>I speak and act politely</li> <li>I move around in a safe manner</li> <li>I follow staff members' instructions</li> </ul>	<ul style="list-style-type: none"> <li>I am prepared for learning</li> <li>I stay on task</li> <li>I work co-operatively</li> </ul>	<ul style="list-style-type: none"> <li>I know where and how to play in each area</li> </ul>	<ul style="list-style-type: none"> <li>I look after my belongings</li> <li>I stay with my group</li> <li>I follow the rules of the place where we are visiting</li> </ul>	<ul style="list-style-type: none"> <li>I treat ICT equipment with care</li> <li>I follow the rules in the ICT agreement</li> <li>I will only access sites online that I am happy to show my teachers, class and family</li> </ul>
<b>I am Respectful</b>	<ul style="list-style-type: none"> <li>I use equipment for its purpose</li> <li>I let someone know if something is unsafe</li> <li>I am in the right place at the right time</li> </ul>	<ul style="list-style-type: none"> <li>I use whole-body listening</li> <li>I allow others to learn</li> <li>I show patience</li> <li>I listen to all opinions</li> <li>I use an appropriate voice when I am inside</li> <li>I enter and exit learning areas calmly</li> </ul>	<ul style="list-style-type: none"> <li>I move to the line calmly and on time</li> <li>I keep the school grounds clean and take care of the environment</li> <li>I follow the rules of the game</li> </ul>	<ul style="list-style-type: none"> <li>I listen to the leader who is speaking</li> <li>I display courtesy to others</li> </ul>	<ul style="list-style-type: none"> <li>I will only post items online that I am happy to show my teachers, class and family</li> </ul>
<b>I am Resourceful</b>	<ul style="list-style-type: none"> <li>I seek assistance when needed</li> </ul>	<ul style="list-style-type: none"> <li>I give it a go and keep on trying</li> <li>I use what's around to help me</li> </ul>	<ul style="list-style-type: none"> <li>I seek solutions to problems</li> <li>I share space with others</li> </ul>	<ul style="list-style-type: none"> <li>I look for and follow community expectations</li> </ul>	<ul style="list-style-type: none"> <li>I access a variety of sites and technologies to support my learning</li> </ul>
<b>I am Safe</b>	<ul style="list-style-type: none"> <li>I use good hygiene practices</li> <li>I wear my correct school uniform</li> </ul>	<ul style="list-style-type: none"> <li>I put resources away when I am finished with them</li> <li>I sit when I eat</li> </ul>	<ul style="list-style-type: none"> <li>I walk in passive areas</li> <li>I am SunSmart</li> </ul>	<ul style="list-style-type: none"> <li>I obey road, bus and pedestrian safety rules</li> </ul>	<ul style="list-style-type: none"> <li>I report anything that makes me feel uncomfortable</li> <li>I keep passwords and personal information private</li> </ul>

**We Never See A Need Without Taking Action.**



# *Discovering ....* **St Mary MacKillop Primary School**

9:30am: Thursday 1 March 2018 Information Session/ School Tour

7:00pm: Wednesday 14 March 2018 Information Session

9:30am: Thursday 15 March 2018 School Tour

Our Enrolment Pack contains:

- Principal's Letter of Welcome
- Application for Enrolment Form
- Time Line

# *ENROLMENT PRIORITIES*

- The following list provides an agreed order of priority for enrolment in SMMPS.
  - Catholic children who are residents of the parish
  - Catholic children who do not reside in the parish, but are recognised as parishioners by the Parish Priest
  - Catholic children from other parishes (for pastoral reasons)
  - Children from non-Catholic Eastern churches who reside in the parish
  - Children from non-Catholic Eastern churches who reside outside the parish
  - Other Christian children who reside in the parish
  - Other Christian children who reside outside the parish
  - Non-Christian children who reside in the parish
- **NOTE:** siblings of children already enrolled in the school are given priority.



# **St Mary MacKillop Primary School Enrolments Close**

**First Round Enrolments for 2019 Preps  
due on Friday 27 April 2018**



# St Mary MacKillop Primary School Interviews

Interviews with a school leader will commence on:

Monday 07 May 2018 through until Thursday 10 May 2018

## New Families

- will receive correspondence on 'how to book their Interview', once application is lodged.

## Existing Families

- are not required to book interviews, however are most welcome to do so if they wish. The school may request an interview.





# St Mary MacKillop Primary School

## Acceptance Reply

A Letter from the Principal will be issued on  
**Wednesday 23 May 2018**  
confirming the status of your enrolment application.

# ORIENTATION SESSIONS

*There will be a variety of Orientation Sessions in November and December.*

These will include:

- A Prep Parent Orientation
- 2 x 'Stay and Play' Sessions for the children
- Prep Orientation Morning

*More details to follow.....*



# St Mary MacKillop Primary School

## Acceptance Reply

If you accept the offer of enrolment, the signed acceptance form must be returned to the school by:

**Friday 08 June 2018**

- With a \$400 non-refundable deposit  
(which will be deducted from 2019 School Fees)

# FEE AND LEVY STRUCTURE 2018

## School Fees

### Family Fee:

**\$2,100**

*The Family Fee largely supports capital loan repayments, business administration costs, building and grounds maintenance and upgrade, power and services costs and additional staffing costs.*

## Other School Charges

### Curriculum Levy per child:

**\$575**

*The Curriculum Levy provides for all student books, stationery, classroom supplies, library books and specialist supplies (e.g. Phys.Ed equipment). This Levy also includes an ICT Levy and Excursion Levy.*

### Camp Fee

*This fee is charged in Years 4, 5 and 6. This fee can vary slightly due to costs charged by camp providers.*

<i>Currently these fees are: Year 4 (1 night)-</i>	<i>\$150.00</i>	<i>YMCA Mt Evelyn</i>
<i>Year 5 (2 nights)-</i>	<i>\$250.00</i>	<i>Surf Camp Lorne</i>
<i>Year 6 (4 days &amp; 3 nights)-</i>	<i>\$750.00</i>	<i>Canberra and Sydney</i>

### District and Zone Sporting Events Levy: (Charged as necessary per event to the children involved)

*District and Zone Sporting Events Levy largely cover transport costs.*

*A contribution of \$8.00 per week or \$420.00 per year is payable to the Parish.*



# St Mary MacKillop Primary School Uniform

Our School Uniform is worn with pride. It reflects the pride we as a school community, take in ourselves and our presence in the local and wider communities.





# St Mary MacKillop Primary School Uniform

## SUMMER UNIFORM – TERMS 1 & 4

Girls	Boys
<ul style="list-style-type: none"><li>• Summer dress (school design)</li><li>• Pullover (charcoal with embroidered crest)</li><li>• Socks (white)</li><li>• School shoes (black)</li><li>• Hat (slouch with embroidered logo)</li><li>• Hair ties, bows or headbands need to be pale blue, royal blue, navy blue or white.</li></ul>	<ul style="list-style-type: none"><li>• Shorts (grey with longer leg)</li><li>• Shirt (with embroidered crest): short sleeve</li><li>• Pullover (charcoal with embroidered crest)</li><li>• Socks (grey)</li><li>• School shoes (black)</li><li>• Hat (slouch with embroidered logo)</li></ul>

## WINTER UNIFORM – TERMS 2 & 3

Girls	Boys
<ul style="list-style-type: none"><li>• Winter pinafore (school design)</li><li>• Blouse (blue 'Peter Pan' collar)</li><li>• Pullover (charcoal with embroidered crest)</li><li>• Tights (navy)</li><li>• School shoes (black)</li><li>• Hair ties, bows or headbands need to be pale blue, royal blue, navy blue or white.</li></ul>	<ul style="list-style-type: none"><li>• Trousers (grey, double knee)</li><li>• Shirt (with embroidered crest): long sleeve</li><li>• Pullover (charcoal with embroidered crest)</li><li>• Socks (grey)</li><li>• School shoes (black)</li></ul>

## SPORTS UNIFORM – DESIGNATED DAYS ONLY – ALL STUDENTS

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Polo top (with embroidered crest)</li><li>• Sports shorts (navy)</li><li>• Sports socks (white)</li></ul> | <ul style="list-style-type: none"><li>• Sport shoes</li><li>• Windcheater (with embroidered logo)</li><li>• Track pants (navy)</li></ul> |
|---|--|



# St Mary MacKillop Primary School 2019 School Year

2019 School begins for Preps  
Monday 4 February

Years 1-6 begin on Thursday 31 January 2019