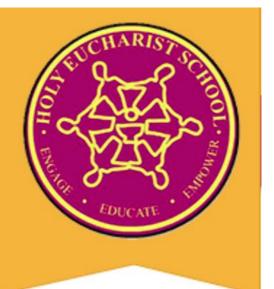
Holy Eucharist Primary School St. Albans South

HOLY EUCHARIST SCHOOL PARENT/CARER INFORMATION BOOK



2023

1A Oleander Drive St Albans South VIC 3021 Phone: 8312 0900 Fax 9366 8192 <u>www.hestalbanssth.catholic.edu.au</u>



Holy Eucharist Catholic Primary School

1a Oleander Drive, St Albans South. VIC 3021

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Dear Families and Friends,

Welcome to Holy Eucharist Primary School, St Albans South. In an ever-changing world, your child's primary school years are of utmost importance in setting them up for 'Success in Learning and Life'.

At Holy Eucharist, the gospel values are an essential part of our teaching and Jesus is at the heart of everything we do. We are committed to establishing a strong bond with our families and parish, in order to help our children develop academically, socially and spiritually. We value the ongoing guidance and support of our Parish Priest, Father Vincent Pham who has supported the school, since the beginning of 2020.

Our school emblem features our motto to Engage, Educate and Empower. Our school's vision states that Holy Eucharist Catholic Primary School *is a place:* Where strong professional relationships create successful contemporary Learning and Teaching opportunities within the Australian Catholic tradition.

Holy Eucharist is a place where we:

- Engage students through contemporary approaches to learning
- * Educate students using a personalised approach
- * Empower students to think clearly, act appropriately and embrace their wider community.

At Holy Eucharist School, we place a strong emphasis on developing skills in literacy, numeracy and technology. These skills will assist our students in becoming critical thinkers and lifelong learners. Through the use of data, we are able to tailor a program that focuses on the individual needs of our students. We are able to provide opportunities for growth for all our students whether they have additional needs or they require extension in their learning.

We believe that strong family partnerships between families and the school make a great difference in a child's education. Research demonstrates, that when families and schools work closely and know one another, children's learning improves. Therefore, we want to continue developing stronger links between staff and families. As partners, we share the responsibility for our children's success and want you to know that we will do our very best to carry out our responsibilities.

Thank you for choosing Holy Eucharist Primary School as a valued partner in your child's education.

Mr Michael Bonnici Principal

Our Vision Statement

Holy Eucharist

A school where strong professional relationships create successful teaching and learning opportunities within the Australian Catholic tradition.

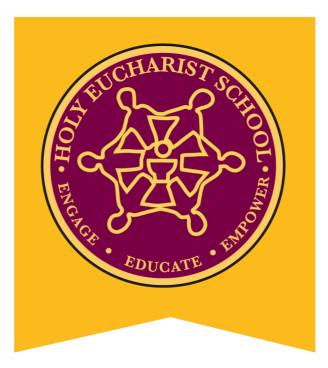
TO BE:

ENGAGED in contemporary learning, personalised to individual needs

EDUCATED using contemporary tools and programs

EMPOWERED to be lifelong learners

In such a community





HOLY EUCHARIST SCHOOL IS A SAFE SCHOOL

The care, safety and wellbeing of children and young people is fundamental to Catholic education

We commit to providing a safe and nurturing culture for all children and young people in Victorian Catholic schools through:

Upholding the primacy of the safety and wellbeing of children and young people.



Empowering families, children, young people and staff to have a voice and raise concerns.

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Implementing rigorous risk-management and employment practices.

For further information, visit www.cecv.catholic.edu.au/ Our-Schools/Child-Safety

By entering Holy Eucharist School premises, you agree to abide to the terms and conditions outlined in the school's Code of Conduct and Commitment Statement to Child Safety

Welcome to Holy Eucharist Primary School

Holy Eucharist School is a Catholic Parish Primary School. The Sacraments of Baptism, First Holy Communion, Confirmation and Reconciliation are celebrated in the parish community after each parent has registered. The sacraments are celebrated in the following Grades: Reconciliation in Grade 3, Communion in Grade 4, and Confirmation in Grade 6.

COVID-19 Information

As a school we have taken precautions due to the restrictions put in place by the Government to ensure that we are keeping our school community safe during COVID-19. We are not able to predict what will be permitted in 2023 regarding schools so we have provided some information about the safety precautions that we have put in place. We will continue to follow the recommendations set by the Victorian Chief Health Officer.

COVID-19 Update:

The Victorian Government announced that as of 11.59 pm on Wednesday 12 October 2022, the pandemic declaration and associated pandemic orders will end. Requirements for close contacts, like continually testing negative on a rapid antigen test (RAT), will become strong recommendations – joining the strong recommendation to wear a mask indoors, which will remain in place.

Changes to COVID-19 isolation requirements

It is strongly recommended that students: •who test positive for COVID-19 should stay home and isolate for five days •should not attend school after five days if still symptomatic •who are symptomatic but have not tested positive should not attend school. Where students become symptomatic at school, they should: •be collected by their parents/carers •undergo testing for COVID-19. It is strongly recommended that staff: •who test positive for COVID-19 should stay home and isolate for five days •should not attend school after five days if still symptomatic •who are symptomatic but have not tested positive should not attend school.

COVID-19 reporting requirements

The Department of Health recommends that a person who tests positive for COVID-19 should inform those with whom they have recently been in contact, including their workplace, school and household. Schools are therefore asked to continue reporting positive COVID-19 cases to Melbourne Archdiocese Catholic Schools (MACS). Schools no longer have to alert the community of any positive cases.

Face masks

Staff and students who wish to wear a face mask should be supported to do so, and schools should continue to make face masks available for staff, students and visitors.

The Department of Health recommends that masks should be worn by a person who is a close contact of someone who has tested positive for COVID-19 when leaving home.

Additionally, the department recommends that masks should be worn by a person who has COVID-19 for 10 days after a positive test when they need to leave home.

COVIDSafe Plans

Schools must keep their COVIDSafe Plan in place, which should be regularly reviewed and updated as required. Our COVIDSafe Plan is available on our school website.

Our School

In 1971, Fr Anthony Guelen was appointed to build a new church and school in the Western suburbs, of the Archdiocese of Melbourne. Holy Eucharist Catholic Primary School in St Albans South began in 1975. The Sisters of Mercy established the school and Sr Leonie Glennen was appointed as the first Principal. At that time, Holy Eucharist School was the first 'open plan' Catholic School in the area. The design of the school was based on the 'open plan' concept developed in England.

The school currently has 523 students and 24 classrooms. Ever since the school and parish began, the population has been diverse and multicultural. Approximately 16% of students were born overseas and overall, 93% of the community are of English as an Additional Language background. Many of our families come from Vietnam, Philippines, China, Sudan, Ethiopia, Kenya, India, Sri Lanka, Pacific Islands, Samoa, Myanmar, Syria, East Timor, Europe and Southern and Central America. As a school, we place great emphasis on respect, inclusion and acceptance.

At Holy Eucharist School, Religious Education, Literacy, Numeracy are of the utmost importance. With this in mind, the school continues to provide purposeful teaching and learning in these fundamental areas of the curriculum. Learning outcomes are targeted to cater to the specific needs of students. Our school is well resourced – in both material and staff in the teaching of English. In 2023 we will have 2 Reading Recovery teachers, with 32 children accessing the program as well as Literacy Intervention teachers and a Numeracy Intervention teacher. The school also has a New Arrivals/Refugee teacher and a School Counselor who works 3 days a week at the school. We recognise the importance of technology in the 21st century. Technology is used to support the curriculum and to actively engage our students. We have technology in each grade level, which enables teachers to focus on skills related to technology and students are able to use these skills in the classroom. Each classroom will have a number of Chromebooks to support student learning.

Virtual Tour of Holy Eucharist School

During COVID-19, school life was interrupted. We made a virtual school tour available for families to see our amazing school. You can take a brief tour of our school by visiting our school website or by clicking on the following link <u>https://www.hestalbanssth.catholic.edu.au/home-video</u> We hope that this presentation will provide you with some insight into this vibrant school. If you would like further information, please call our school office on 8312 0900 or please email principal@hestalbanssth.catholic.edu.au



Room to Grow

The students at <u>Holy Eucharist School</u>, St Albans South, will have more room to move with ground broken on a new \$4.7 million expansion to the school.

This new development will give our students and staff the opportunity to grow and thrive as learners and teachers in the 21st century. The new classrooms will be suited to the specific needs of our students who come from a diverse range of backgrounds, allowing them to flourish and embrace all the future possibilities available to them.

The project includes eight new classrooms, a staff planning room, new toilet block, sport equipment room and a breakout room. The school was visited by St Albans MP Natalie Suleyman on behalf of the Victorian Government, which has contributed \$2 million to the project. The new facilities will form part of the celebrations for the school's upcoming 50th anniversary. The school currently has 535 students with expectations to increase to 600 in coming years.





Religious Education

At Holy Eucharist School, Religious Education is the central point from which our curriculum derives. Through the actions of our school vision statement we continue to provide an atmosphere where the learning experiences are based on scripture, tradition, liturgy and life. We provide a variety of opportunities for the children to develop spiritually, physically, intellectually and emotionally in their faith journey. We take into consideration our diverse multicultural and multi-faith community to ensure each child's faith grows through their family and the worshipping community.

Teaching and Learning

We endeavour to ensure that students reach their full potential. We aim to empower children to take responsibility for their own learning whilst providing them with strategies and skills to prepare them for an ever-changing world. Our learning community aims to provide a personalised curriculum which is purposeful and authentic; catering to the needs and experiences of every child.

Student Wellbeing

We acknowledge and celebrate individual differences and are inclusive of all students. Students' connectedness and resilience will be enhanced through the provision of quality educational programs and professional personnel. At our school we aim to provide a creative climate where all students can develop intellectually, emotionally, artistically and socially to their fullest potential. This experience provides a joy of learning, academic growth, arts exploration and acquisition of skills that exemplify responsible citizenship.

School Community

At Holy Eucharist School, we believe that strong family partnership makes a great difference in a child's education. As partners, we share the responsibility for our children's success and want you to know that we will do our very best to carry out our responsibilities. We know our role is important and we take this seriously, always seeking to improve our teaching and learning environments. Over the past few years, we have worked more closely with our families, sharing the learning and providing opportunities for families to develop stronger understandings of the learning at school. International research suggests, that when families and schools work closely, and know one another, children's learning improves. We have aimed to develop stronger links between staff and families, exploring new ways to communicate with our families and work together. We aim to help each child grow holistically and learn, ready for the ever changing world.

Student Camps and Excursions

Holy Eucharist believes that excursions and camps enhance student learning. These experiences provide the opportunity for students to increase their understanding through direct observation, information gathering and/or inquiry based learning. Excursions will be defined as any activity organised by the school that takes the students outside of the school grounds. This includes Retreats, Reflection Days, Camps and Pastoral Care activities that involve students leaving the school.

<u>Camps</u>

At Holy Eucharist we have a Camping Policy. The activities in each year level are sequential and help prepare children for independence through school based activities, in preparation for out of school camps. They are:

- Prep Breakfast at school.
- Gr.1 Dinner at school
- Gr.2 Breakfast and Dinner at school

Camps in Grades 3, 4, 5 and 6 have been established to bring about and encourage various attitudes and skills in our children. They are:

- Gr.3 1 night City camp experience
- Gr.4 1 night Bush camp experience
- Gr.5 2 nights Country Adventure camp experience
- Gr.6 2 nights Bush camp experience

Excursions

Excursions are a very effective method of firsthand experience learning and are always related to work done at school. Parents' help is often needed for excursions. Please see the classroom teacher if you are interested. This will be dependent on rules set in place by the Victorian Chief Health Officer.

Term Dates for 2023:

Term 1: Grade Prep to Gr 6 Students start:

Monday 30th January, 2023 – Thursday 6th April, 2023

- Term 2: Monday 24th April, 2023 Friday 23rd June 2023
- Term 3: Monday 10th July 2023 Friday 15th September 2023
- Term 4: Monday 2nd October 2023 20th December, 2023

Bell Times

Please see the table to find the bell times for the students in Grades Prep -2 and Grades 3-6. These were altered due to the impacts of COVID-19. We have opted to continue with this staggered timetable for 2023.

BELL TIMES	
GRADES PREP, 1 AND 2	GRADE S 3, 4, 5, 6
СНІМЕ	BELL
8:55am - Session 1	9:10am – Session 1
10:45am - Recess	11:05am – Eating Time
11:12am – Toilet Bell	11:15am– Lunch Time
11:15am – Session 2	11:52am –Toilet Bell
1:15pm – Eating Time	11:55am – Session 2
1:25pm – Lunch Time	2:05pm – Recess
2:02 pm–Toilet Bell	2:32pm – Toilet Bell
2:05pm – Session 3	2:35pm – Session 3
3:00pm - Dismissal	3:15pm - Dismissal

Entering and Exiting at Designated School Gates:

Due to the construction of our new building, we have had to reallocate our entry and exit points to the school. Construction site offices have been placed in the staff car park, which means that the staff can no longer park their cars in the staff carpark. The staff are currently parking their cars on the rounders court. Temporary fencing has been installed on the rounders court to keep students safe and away from cars.

For the time being, the pedestrian gate next to the hall (i.e. GATE 1, Gr Prep and Gr 3) will be permanently closed. Grade Prep will now need to enter/leave via the Church gate (GATE 2) and Grade 3 will need to enter/leave via the Administration gate (GATE 3).

Please remember:

•Gates will open for students at 8:30am

•Classrooms will open at 8:45am

•All students will start school at 8:55am

•Grade Prep, Grade 1 and Grade 2 will finish school at 3:10pm. •Grade 3, Grade 4, Grade 5 and Grade 6 will finish at 3:15pm

NB: If there is more than one child in the family, parents/carers can use one gate to drop off and pick up their children (as long as one child from the family is from the year level specified on the gate. The same gate must be used for pick-up).

Times may vary or change subject to Government / Catholic Education Melbourne regulations



School Yard Supervision Before and After School

The gates around the school will be opened from 8:30am for All students. There will be teachers at the gates supervising the students arriving. There is yard supervision before school 8:30 am- 9:00 am and after school from 3:10 pm until 3:30 pm each day. Teachers assume responsibility for children between 8.45am and 3.30pm once they enter through our school gates. We discourage any parents from leaving children in the school grounds outside these hours.

Please note:

All visitors are required to sign into the school through our electronic sign in/out system at the school office when entering the school. Visitors must wear the 'Visitors Pass' during their time on the school premises. All visitors must return to the office to sign out through our electronic sign in/out system. After 9.10am entrance into the school is through Gate No. 3 on Chedgey Drive. All other school gates are locked throughout the day. Entry to the school will in line with the restrictions set in place by the Victorian Chief Health Officer.

All visitors must check in with the schools QR code in the reception area to visit a classroom teacher or to enter any building.

Collection of children after school:

A person authorised by the family **must pick up the children from Grade Prep, Grade One and Grade Two.** All other children are dismissed on their own unless parent/guardian states otherwise.

If you have a child/children in both Grades Prep -2 and Grades 3 - 6 we ask that the eldest student picks up their sibling from a designated area in the school and the family is able to pick up their children at the later dismissal time from their designated gate.

When collecting children early, parents must call the school office and the office will call the child to the office with their bag to go home.

General School Information

Absenteeism:

The school office needs to be notified by 9.15am if your child stays away from school on **8312 0900**. You also need to notify the class teacher in writing when the child returns to class.

Late Students:

<u>All late students who arrive after 9.10am must come to the school office</u> where a late pass will be issued for the classroom teacher.

Allergies/ Anaphylaxis/Asthma/ Epilepsy/Diabetes

If your child suffers from Anaphylaxis, Asthma, Epilepsy, Diabetes or has an allergy you must inform the school office. This information is vital for the school to have on record. Medical Management Plans are available from the school office for you to complete or can be accessed via the school's website.

<u>Art</u>

All prep children will need an Art Smock (an old shirt is good). This is to wear when the children are painting and pasting. Please make sure your child's name is on their smock.

Assemblies/Liturgies (Whole School)

Every fortnight, our students attend mass at Holy Eucharist Church on Thursday mornings at 9am. The attendance at mass alternates each week between the junior and Middle/Senior grades.

Every fortnight, we have School Assembly on Thursday afternoons at 2:35pm on the Oval or via Zoom. All parents are most welcome to attend our liturgies and school assemblies. The Zoom link will be provided to families via Class Dojo. This is subject to change due to restrictions as set by the Victorian Chief Health Officer.

Assessment Portfolios/Term Outlines

At Holy Eucharist School we have Assessment Portfolios for all students in Grades P-6. The portfolios contain Term outlines and work samples gathered throughout the year.

- <u>Term outlines</u> are provided to parents/guardians with a summary of what is being covered during the term in all curriculum areas. The term outline goes home at the beginning of each term inside the portfolio and parents are expected to sign it and return it to school inside the portfolio.
- <u>Works samples</u> are collected as evidence of what your child has been taught. These samples support what has been documented in the term outlines. Parents are encouraged to make <u>comments</u> (on the cover sheet provided) after looking at their child's work and to <u>sign</u> the folder each term as an indication that they have seen their child's work.

Class Dojo

We encourage families to accept an invitation to Class Dojo from their child's classroom teacher. On this platform the teachers post items and share the student's work. Leadership also posts items on the School Story. Please look out for updates, newsletters and reminders on Class Dojo. You can directly message teachers using this application also. Please allow teachers 48hrs to respond to messages.

Breakfast Club

Holy Eucharist School Breakfast club runs from 8.15am until 8.45am Monday, Tuesday, Thursday and Friday mornings for children who may have not had breakfast before they come to school. All children are welcome.

<u>Canteen</u>

Our school canteen is operated privately where lunches can be ordered and provided for students each day. Please provide the students with a brown paper bag with their name, grade and the lunch order written on the bag and the money enclosed inside. Each day the classroom teacher will send this to the canteen via a lunch order box. This is subject to change due to restrictions for COVID-19 as set by the Victorian Chief Health Officer.

Child Safety – Ministerial Order 1359

All registered schools in Victoria are expected to show that they have strategies, procedures, policies and systems in place that comply with the seven Victorian Child Safe Standards in accordance with the new Ministerial Order

NEW CHILD SAFETY STANDARDS

The 11 new Child Safe Standards outlined in Ministerial Order 1359 come into effect on 1 July 2022, in all Victorian schools. Schools have transitioned from the seven Standards to the new 11 Standards, and Ministerial Order 870 will no longer apply. The new Standards have been updated from 7 to 11 Standards and include new requirements such as: *involving families and communities in organisations' efforts to keep children and young people safe a greater focus on safety for Aboriginal children and young people managing the risk of child abuse in online environments.*

Please visit our school website to view the 11 Child Safe Standards. https://www.hestalbanssth.catholic.edu.au/wp-content/uploads/2022/06/NEW-CHILD-SAFE-STANDARDS.pdf

Holy Eucharist is very proud that our School is compliant in the area of Child Safety. If you require more information about our Child Safety Policy, School Commitment Statement or Code of Conduct please visit our school website https://www.hestalbanssth.catholic.edu.au/enrolment-information/child-safety/ - (Policies) - to view these in more detail. Parents are also most welcome to come to the school office for a hard copy of these policies.

Community Room and Hub

Our school has a Community Room and Hub where all parents are most welcome to visit. The school holds parent information sessions and special occasions in the Community Room throughout the year. These activities are advertised in our newsletter/calendar and invitations. We look forward to seeing you there. At present the school is following the guidelines set in place by the Victorian Government.

Discipline Policy:

- The school has the same 6 rules consistent throughout the entire school. These are displayed in each classroom.
- The 6 rules throughout the school are as follows:



Please visit our school website www.hestalbanssth.catholic.edu.au for our Bullying and Discipline Policies.

Extra Clothing

A bag with extra clothing should be given to the Prep teachers for your child in case of any accidents. This would include extra socks and underwear. This should be placed in a plastic bag with your child's name on it.

Homework and Take Home Readers:

• Homework is only to be given on Monday to Thursday nights.

Prep – Grade 1	Reading – 10 minutes per night. Practising high frequency words.
Grade 2	Homework is to be given. Includes reading. Recommendation – 15 minutes maximum per night.
Grades 3-4	Homework is to be given. Includes reading. Parent's signature is required. Recommendation – 20 minutes maximum per night.
Grades 5-6	Homework is to be given. Includes reading. Parent's signature is required. Recommendation – 30 minutes maximum per night.

NB: Take Home Readers are brought to school on a daily basis. Parents/guardians are required to sign and/or write a comment on the reading log. Take home readers are changed on a daily basis (only when reading log has been signed by the parent/guardian). If the students are reading novels, they are required to bring their book to school on a daily basis and reading logs must be signed by the parent/guardian.

School Closure Days (Student Free Days)

There is at least one school closure day (student free day) held each term. You will be notified in the monthly Calendar or School newsletter.

Library/ Library Bags

The library is an integral part of the school's educational program. Each class is assigned a time each week in the library to borrow texts. New resources and books are purchased each year for the library. Please encourage your child to use their <u>library bag</u> at school if they are to borrow and to take care of the books when they bring them home.

Lost Property

Lost property is sent to the school office. Parents are most welcome to check for lost items. We make every effort to have lost items claimed. **Please make sure you have your <u>child's' name on their clothing</u>.**

Reader Covers

All prep students receive a Reader Cover in Term 2 to protect books when they are taken home. This folder is kept by the students to use from Prep to Grade 6.

REPORTS/PARENT TEACHERS CHATS

Meet The Teacher Chats

Meet the Teacher will be happening early in Term 1. This gives parents the opportunity to provide important information about their child and family to the classroom teacher. This may be conducted via Zoom depending on restrictions set by the Victorian Chief Health Officer.

Reports/Parent Teacher Chats

Parent teacher interviews are conducted in June/ July and are accompanied by a written report and work samples in the Assessment Portfolio. An end of year report is sent home in December. This may be conducted via Zoom depending on the restrictions set by the Victorian Chief Health Officer

School Calendar / Newsletter

A calendar is given prior to the beginning of each month to inform parents of upcoming events. The school newsletter is published fortnightly. The newsletter includes news from the principal and details what is happening in the school. It is important that you read the newsletter every fortnight. They will also be posted on the school website and Class Dojo where you can choose for the text to be translated into your preferred language.

School Crossing

The school crossing at the front of the school is supervised each morning and afternoon by the 'Lollipop Man'. Encourage your child to use this crossing when crossing the road.

Fees

Holy Eucharist Fees consist of School Fees and Per Capita Fees.

The Annual School Fees are charged per family.

Accounts for School Fees are sent out in Term 1, 2 and 3.

Per Capita Fees are charged per student and are sent out in Term 1. This fee covers the students' books and excursions. Re-enrolment fee is sent out in Term 3. Payment of the re-enrolment fee is required if your child is returning to our school the following year. The Re-enrolment fee is then deducted from the following year's school fees.

The school provides many options for the payment of school fees. In December every family receives a School Fee commitment form which outlines the various ways to pay fees.

<u>The office must be informed if your child is going overseas</u>. Any family that goes overseas during the school year must still pay the full fees for the school weeks the child is away. This will ensure the school can keep a place for your child on returning to school.

School Nursing Service

All Prep children have a health assessment by the School Nursing Services with the parents' permission. Any children noted with health problems are reviewed.

School Uniform

- Our school uniform is an important part of our identity as a school community. It reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community and assists in developing pride in representing their school. Issues of equality, health and safety and expense are also factors that contribute to the establishment of the Uniform Policy.
- It is an expectation that all students are wearing the correct school uniform at all times. If students are not wearing the correct uniform they are required to have a written letter from their parents explaining why they are out of uniform.
- Students not wearing the correct school uniform, will be issued with a letter informing the parent/guardian. The note will need to be signed by the parent/guardian and returned to school. The name of the student will be recorded at the school office.
- Please find an explanation of the school uniform listed below.

<u>Girls - Summer:</u>	Maroon Check Dress White socks / Black shoes Woollen jumper with school logo School Hat – In Term 1 and Term 4
<u>Boys - Summer:</u>	Grey Shorts Gold polo shirt with school logo Grey socks / Black shoes Woollen jumper with school logo School Hat – In Term 1 and Term 4
<u>Girls- Winter</u>	Maroon check pinafore or Maroon slacks Yellow skivvy or yellow polo shirt with logo Black shoes / White socks Woollen jumper with school logo
Boys Winter	Long grey pants Yellow skivvy or yellow polo shirt with logo Grey socks / Black shoes Woollen jumper with school logo
<u>Boys & Girls - Sport</u>	Maroon shorts (boys/girls) Maroon skorts (girls) Maroon tracksuit with school logo on top Gold polo shirt with school logo White socks and runners

NB: Hats are compulsory for all children and staff during Term 1 and Term 4. Please refer to the Holy Eucharist – Uniform Policy

Uniforms can be purchased from:

PSW Unit 2, 51-53 Westwood Drive Ravenhall (Deer Park) Phone: 9768 0342

Outside of School Hours Care- Camp Australia

Holy Eucharist Primary School offers complete Outside School Hours Care provided by Camp Australia. (OSHC) Location: The programs are located in the school hall and operates every school day.

Hours of operation: After Care - 3:00pm - 6:00 pm Before Care - 07:00 am - 09:00 am Vacation Care- 7.30am - 6.00pm

Each family must have an enrolment form filled out before any child can attend. For any further information please contact

Service coordinator: Karen Chircop-Bonello Service phone number: 0402 390 969