



URSULA FRAYNE
CATHOLIC COLLEGE

YEAR 5 PARENT HANDBOOK



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PARENT INFORMATION

We would like to take this opportunity to welcome you and your child to Year 5. Year 5 is an important year of primary school that sees students build their leadership capabilities within the school. In this year, students are encouraged to strive for personal excellence and to develop their independence by beginning to assume responsibility for their learning. Support from teachers, peers and family is fundamental in assisting students achieve these goals. The following information has been provided so you are able to familiarise yourself with the routines and events that occur in Year 5.

AIMS FOR YEAR FIVE

In Year 5, it is our aim to:

- Provide a caring, supportive, positive and fair environment that fosters a love of learning and allows each child to develop to their full potential academically, socially, physically, emotionally and spiritually.
- Develop each child's decision-making ability, inquiry and problem-solving and to foster independence and organisation.
- Develop each child's self-esteem, creating in them a sense of responsibility and consideration for others.
- Foster co-operative relationships with students which are built on trust and mutual respect.
- Provide an interesting and balanced instructional program that successfully caters for the various learning styles, goals, interests and abilities within each classroom.

Ultimately, we aim to equip students with the foundational skills, knowledge and understandings that will assist them to be lifelong learners. We look forward to working with you.

IMPORTANT ROUTINES AND PROCEDURES

School Hours

All students should be at school by 8.25am and be ready to begin the day by 8.35am. The first bell of the morning will go at 8.30am. Any student not present in class by 8.35am must report to the Front Office to get a late note. Students should NOT be on school grounds before the commencement of the Duty Teacher at 8:15am, unless for a musical appointment.

School concludes at 3.15pm except for Thursdays when it finishes at 2.25pm. Students are not permitted to play on the school equipment after school and must be collected within 10 minutes of school finishing. If students need to leave earlier than this or for any part of the day, a parent or guardian must collect the correct documentation from the school office and hand it to the teacher before collecting their child.

Absences

If your child is absent, the school must be contacted first thing in the morning via school email – absenteesprimary@ufcc.wa.edu.au. This is easily accessed via the College website's home page. Alternatively, a note must accompany him or her on the day s/he returns to school.

Newsletters

School newsletters are emailed to parents on a Friday, but can also be accessed from the College website.

Uniform

Children are to wear their full school uniform four days of the week and their correct sport uniform for one.

CLASS	SPORTS UNIFORM
5 Red	Tuesday and Thursday
5 White	Tuesday and Thursday

The school hat must be worn every day. The school has a **‘No Hat No Play’** policy that applies to outdoor activities. Please ensure all items of clothing are labelled clearly.

LEARNING AREAS

The children will be involved in activities in the following learning areas:

- Religious Education
- Mathematics
- English
- Science
- Humanities and Social Sciences
- Technologies
- Languages
- The Arts
- Health and Physical Education

There will be assessments in all learning areas either by the classroom teacher or specialist teacher.

OTHER TEACHING AND SUPPORT STAFF

Head of Junior School- Andrew Dalton

Assistant Head of Junior School- Cathy Armstrong

Music / Liturgical Singing- Christian Tang

Physical Education- Son Nguy

History (HASS)- Cathy Armstrong

Education Support- David Smoult (Coordinator)/ Amy Lander/ Louise Law/ Monika Costello/ Mardi Simpson/ Alphonse Chui

Literacy Support Coordinator- Amy Cunningham

Library Assistants- Anneli Shorter/Leanne Gardner/Ebony Beckwith

Languages- Lydia Guerrini/Saida Cataldo-Nikolic (Italian) and Tomoko McLean (Japanese)

School Counsellor- Colleen Tanielu

Head of Ministry- Sarah Quinn

Campus Chaplain- Fr Nicholas Nweke

LIBRARY

All students require a library bag to borrow books from the school library. It is important that all books are returned on the class library day. If your child would like the book renewed, it must still be brought to the library for processing.

CLASS	LIBRARY BORROWING DAY
5 Red	Tuesday
5 White	Tuesday

Each year books from the library are damaged or lost. Please discuss with your child the importance of taking care of library books and returning them on time.

COMMUNICATION WITH THE TEACHER

The best way to contact your child's teacher is via email.

M. Davis (5R) michelle.davis@ufcc.wa.edu.au

D. Gallanagh (5W) daniel.gallanagh@ufcc.wa.edu.au

We will reply to your email within 48 hours. If you require an appointment to discuss an important matter, please email to make an appointment.

If you try to contact us via Seesaw, we may not see the message, so please always use email in the first instance.

HOMEWORK

Homework is an important part of a child's education and parents can help by implementing the following tips:

- The homework area should be clear of distractions.
- Ensure that stationery supplies are available.
- Homework should ideally be completed at a set time each day.
- Encourage and praise your child's efforts and achievement.
- When helping your child, help with the process but try to avoid giving direct answers.
- Parents should check and discuss their child's homework, ensuring that it is completed to a high standard.

Homework will be set on Monday and due on Friday each week. Students will write their homework in their exercise book and it will also be entered onto the Year 5 General "Teams" page, which the children have been shown how to access. A parent/guardian should check after the child has completed the work.

Your child will be asked to spend no more than 45 minutes a night completing homework. Some of this time should be spent revising skills and content learned in class. Students are required to read every night and complete various tasks linked to the classroom program.

It is expected that students complete their homework to an acceptable standard. It is important that the child develops a regular routine for their homework. If there is a valid reason as to why homework has not been completed, parents should send an email via SEQTA.

MEDICATION

Wherever possible, medication needs to be self-administered by the child. Children administering medication to themselves at school (with or without teacher support) must have a Medical Authorisation Form completed by their parent/s at the beginning of the year or when the medication is commenced. Medication must be kept by the teacher and not kept in the child's school bag.

Should your child be on temporary medication, a note needs to be given to the class teacher explaining what the medication is for, what it is and the details regarding its administration.

If your child requires a Ventolin puffer at school, a note should be written to the class teacher at the beginning of the year. Your child should keep the puffer with him or her during the day and must not lend it to another child.

JUNIOR SCHOOL ASSEMBLIES AND MASSES

Junior School assemblies and Masses are usually held on alternating Thursdays. Assemblies are held in the school hall at 8:45am and Junior School Masses are held in Our Lady Help of Christians Church at 8:45am.

Please check the school calendar for the dates of all assemblies and Masses.

ACADEMIC SUPPORT

Students who are having difficulty with their literacy or numeracy may receive additional assistance from our support teachers or education assistants.

COLLEGE COUNSELLOR

All referrals are in consultation with the Head of Junior school and the class teacher.

PARENTAL INVOLVEMENT

Parents are encouraged and welcomed to assist with excursions and school activities. Notes will be sent home as the need arises.

NAPLAN

Students in Years 3, 5, 7 and 9 across Australia will sit national tests in literacy and numeracy in March 2023. It will be carried out in the same weeks (7-9) across all four-year groups. In WA, testing will take place from March 15 – March 27.

NAPLAN will assess:

- Reading
- Writing
- Language Conventions (spelling, grammar and punctuation)
- Numeracy

BISHOP’S RELIGIOUS LITERACY ASSESSMENT

Students in Years 3, 5 and 7 complete the Bishops’ Religious Literacy Assessment. This is a curriculum-based assessment which reflects and supports the progressive nature of the K-12 Religious Education Units.

It focuses on students’ ability to recall content about the Catholic religion and to assess students’ knowledge and understanding of Religious Education. It does not measure students’ faith.

The intended purpose of the assessment is to provide individual schools with a snapshot of student performance in Religious Education. Comparisons between students’ performance are provided on the student and school reports.

LEADERSHIP DEVELOPMENT

In Year 5, students are given opportunities to develop their leadership capabilities. Important events in this process include the Big Days Out and the Mercy Leadership Days.

Year 5 students will participate in two days of outdoor education at Bickley Outdoor Recreation Camp. These days are aimed at developing their leadership skills, collaborative skills and interpersonal relationships with their peers.

The Mercy Leadership Day is designed to educate students about the history of the Sisters of Mercy and Ursula Frayne as well as inspire them to form a deeper connection to the Catholic Church.

Dates are as follows:	Big Days Out:	2 nd February
		3 rd February
	Mercy Leadership:	5 Red 28 th August
		5 White 29 th August

SACRAMENTAL PROGRAMS

His Grace, the Archbishop of Perth, has expressed a desire for parents to take a more active role in the preparation of the sacraments. Consequently, the College aims to meet his desire and has embraced the Family Focus, Parish Based and Catholic School supported approach to the preparation and celebration of the sacrament.

Families are to contact their local parish to enrol in sacramental programmes.

SPECIALIST TIMETABLE FOR SEMESTER ONE

SPECIALIST CLASS	CLASS 5 RED	CLASS 5 WHITE
Sport	Thursday	Tuesday
Languages	Monday & Friday	Monday & Friday
Music	Friday	Friday
Library	Tuesday	Tuesday
HASS	Friday	Friday

BEHAVIOUR MANAGEMENT PLAN

It is the right of every child to feel safe, secure and respected in their classroom. It is through this security that a positive and productive learning environment is established. The way it is achieved in Year 5 is through the implementation of a positive reinforcement program in conjunction with sanctions for inappropriate behaviour.

It is our aim to instil in all children a sense of self-discipline and responsibility. To achieve this aim, the Behaviour Management Plan is based on demonstrating to the children the rewards and consequences of appropriate and inappropriate behaviour. Please see the Year 5 Behaviour Management Plan below.

YEAR 5 BEHAVIOUR MANAGEMENT PLAN

The Class Rules

After the students and teacher discussed appropriate and inappropriate behaviours for the classroom, the following rules were established.

In Year 5

- We follow instructions immediately
- We communicate positively with others
- We move around the classroom safely
- We come to class prepared and on time
- We keep our classroom clean and organised
- We follow the Mercy Values of Compassion, Respect, Hospitality, Justice and Excellence

Positive Acknowledgements

Students who follow these rules and make our classroom a safe and happy environment are provided with praise and a variety of rewards including stickers, free time and genuine praise. Students may also be recognised for their efforts and achievements through Merit Certificates presented at the Junior School Assemblies.

Consequences for Breaches of the Classroom Rules – Traffic Light System

Students have been advised to pick up on the non-verbal cues the teacher will give if they are acting inappropriately. If they choose to ignore these then:

1. They will be given a **verbal warning**
2. If the behaviour continues, the student will have their name written on the board.
3. If the behaviour continues further, a strike will be given.

4. Finally the student will receive a **time out** (buddy room or within the classroom) and they will need to complete a behaviour reflection sheet and consider the alternative choices they could have made. Behaviour is recorded and parents are notified.

Severe Clause

Students are removed from the classroom and Head of Junior School or Assistant Head of Junior School is notified.

Letter of Concern

This is essentially a means of informing parents of a serious breach of the behaviour code of the school. A Letter of Concern is given by the Head/Assistant Head of Junior School in consultation with the teacher. In the event that a Letter of Concern is sent home, parents need to contact the teacher concerned within 24 hours.

If necessary, behaviour modification plans will be devised for particular students. The student, parent and teacher will devise the plan collaboratively.

In the case of a serious breach of the behaviour code of the College, some intermediate consequences will be omitted.

At the beginning of each day, each child begins with a clean slate.

Thank you for taking the time to read this booklet. We look forward to a happy and successful year and thank you in anticipation of your support.

Mr Daniel Gallanagh (5 White) and Mrs Michelle Davis (5 Red)