



Our Lady of the Way Primary School

17 Troy Street, Emu Plains NSW 2750

Phone: (02) 4735 1930

Email: OLOW@parra.catholic.edu.au

Web: <http://www.ollowemuplains.catholic.edu.au>



Parent Communication Term 1 Week 3

PRINCIPAL

Communication with Staff

Having clear well defined channels of communication are important. Part of this is defining how and when parents and carers can communicate with staff. These boundaries are highly valued by staff and mean requests can be managed as efficiently as possible. We have a responsibility to be available to parents to support the education of their children, but this should occur within set boundaries.

My expectations to staff are that they must be available to meet parents' requests in a timely manner. This means that timeframes are flexible depending on the nature of the enquiry. Teachers have many conflicting things to do, meaning that time is limited. Their primary role is to educate students and this takes a lot of time outside of the regular school time. For example, I don't know any teacher who stops working at 3pm.

To support this expectation parents are asked to follow these guidelines.

1. Meeting with Teachers

Meeting with teachers should be planned. This means that they are booked ahead of time. Showing up on a morning and expecting a meeting is not fair given teachers need to organise learning for the whole class and often have other meetings to attend. Additionally, talking to staff whilst they are supervising students is unfair and unsafe given that the staff member is then distracted from their primary supervising responsibility. All requests for a meeting should go through the school office via a phone call or email with a short explanation as to what the meeting is for.

2. Meeting with School Leadership

Leadership Team members are available to meet with parents, but only after the class teacher has been given the opportunity to attend to the issue at hand. This process eliminates the need to double hand requests.

3. Phone Calls to staff

Phone calls to staff should be directed through the school office. Staff will endeavour to call back as soon as possible. All messages should include a short explanation as to what the meeting is for.

4. Emails to Staff

We will be reviewing the future of year based email accounts. This practice has its merits, but unfortunately parents can abuse this access to staff. In the meantime staff are not expected to answer emails in their own family time. Emails will be answered on a priority basis and not whilst teaching. If there is any urgency to your request this should be done via a phone call or email to the school office.

Staff are not available to answer parent requests outside of regular school hours. This is an invasion of their family time and protected under the current Enterprise Agreement.

All student specific communication should occur with one of the class teachers. Teacher's Aids are available to answer organisational questions, but they are not responsible for the education of students. Their role is to take direction from teachers to support their work.



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Communication Flow Chart

We have established a new Leadership Team structure at Our Lady of The Way. This was communicated to the community last week. Parents are advised that if your enquiry needs to go further than the class teacher you should follow this flowchart;

1.	Initial conversation	With class teacher
2.	Further clarification required	Contact the appropriate Instructional Leader; Infants - Mrs Curry Primary - Mrs Hamilton
3.	Issue not resolved	Contact the Assistant Principal, Ms Ruff
4.	Further clarification required	Contact the Principal, Mr Kapitanow

Any enquiries related to Religious Education can be directed to Mrs Day where this does not relate to normal class teaching.

Any sport related enquiries can be directed to Mrs Bunter where this does not relate to normal class teaching.

Regards,

Mr Kapitanow
Principal



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LEADER OF LEARNING

Dear Parents and Carers

We would like to invite you to have a conversation with your child(ren)'s teacher(s). This will give both parents and teachers the opportunity to meet formally and for parents to share information about their child(ren). The conversation will be centred around your child - who they are as a person, learner and student at Our Lady of the Way, giving teachers valuable insight as they get to know individual students.

Listening/Meet the Teacher Conferences will take place this term in Week 5 on the following days:

- Tuesday 21st February, 3:30 pm - 5:00 pm
- Wednesday 22nd February, 3:30 pm - 7:00 pm, allowing for a teacher break
- Thursday 23rd February, 3:30 pm - 5:00 pm

Listening/Meet the Teacher Conferences will run for fifteen minutes, including changeover. Please be aware that teachers will be running to a schedule and will stick to interview times as much as possible. If you require additional time to speak with classroom teachers, please contact the office via email or phone to book an appointment. Listening/Meet the Teacher Conference booking times will be available for you to book via Compass and will be open on Monday 13th February afternoon at 4:00 pm



Things you might like to discuss with your child(ren's) teacher(s):

- *Tell us about who your child is, through your eyes, as a parent*
- *Hobbies or interests that your child enjoys*
- *Strengths as a person, student, learner*
- *Areas of 'challenge' both at home and at school*
- *Anything that we may need to be aware of which might impact your child at school eg; learning, family situation, medical etc*
- *Any external support services that your child is attending/participating in regularly eg: Occupational Therapy, Speech, Swimming Lessons, Sporting activities etc*

Teachers look forward to meeting with you and discussing your most precious gift(s)

Bernadette Curry
Leader of Learning



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RELIGIOUS EDUCATION COORDINATOR

Opening School Mass

Our Opening School Mass will be held on Tuesday 21st February at 9:15am.

You are all very welcome to join us as we celebrate the coming year; welcome our new staff and students and commission our Year 6 Leadership Teams and Student Representative Council (SRC) members.

Following Mass you are invited to join your children for a picnic morning tea. Please bring along a morning tea picnic to share with your child(ren) and family. You might like to bring fold up chairs and/or picnic blankets.

World Youth Day 2023 Fundraiser



All families are invited to participate in a World Youth Day (WYD) Fundraising Event on Friday 10th February 2023. This will be in the form of a mufti day where families are invited to make a donation for students from the Parramatta Diocese who are attending World Youth Day 2023

It will be a significant opportunity for all school communities to support Parramatta Diocesan student pilgrims and their families engage in this global Catholic celebration of faith and mission culminating with a Vigil and Mass with Pope Francis in Lisbon, Portugal. They will be participating as part of the Diocesan pilgrimage led by Bishop Vincent Long.

Students are invited to dress up in:

- clothes of a particular country of the world to connect to this worldwide gathering of the church
- red, green and yellow to represent the Portuguese flag
- mufti clothes of their choice

Donations can be made via the Qkr App which has been shared with you.

Kind Regards,
Carole Day (Religious Education Coordinator)



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KINDERGARTEN'S NEWS ARTICLE

Dear Kindergarten Parents and Carers

What a wonderful start Kindergarten has had to their 'big school' journey. We just have a few reminders/pointers to share with you.

*Kinder library day will be on Tuesday. Initially, the children will be allowed to borrow one book but will need a library bag to do so. These can be purchased from the office.

*Kindergarten have the opportunity to play in our sensory garden at both breaks. There is a sandpit in this playground and it is a requirement that the children take their shoes off if they wish to access the sandpit. **PLEASE ENSURE YOUR CHILD'S SCHOOL SHOES AND SPORTS SHOES ARE LABELLED WITH THEIR NAME.** As of Monday, 13th February, if shoes are not labelled, the children will be unable to play in the sandpit. This is to avoid students ending up with the wrong shoes and socks as they sometimes find it difficult to identify their own when all the shoes look so similar.

*Some food containers are tricky to open. Practising opening the containers that your child uses for school would greatly assist them in becoming more independent and will allow them to eat their lunch in a timely manner and have time to play. We do assist the students with tricky containers but are encouraging them to do this independently, if possible.

* Note folders should be returned to school each day.

*We will be sending three books home to be covered in CLEAR contact this Friday. If you do not have time to cover them over the weekend, please return them on Monday as the children will need them to work in next week.

*And finally, a trusted teacher tip. We are aware some of our students are having difficulty separating from their parents or carers in the mornings. Lots of positive talk about school and how much fun it is will help your child to develop a positive mindset. If your child has been struggling with separation, try to arrive at school around 8:30 am; encourage them to hang their bag on the hook; place their note folder in the basket; put on their hat; find a friend to play with or an activity to do; give them a kiss or cuddle goodbye and then leave. If they will not separate, seek assistance from a staff member and once a teacher or other staff member has them in their care, leave the school to go home. We know that it is difficult and can be heart-wrenching. Rest assured that once you have gone, most children settle very quickly and if there are ever any issues the office would contact you.

Thank you for your support in assisting your children to manage the transition to school.

Kind regards

Mrs Love, Mrs Storr and Mrs Eekman



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Kindergarten have had an exceptional start to their formal education journey and have engaged in lots of valuable learning experiences in their first week at school. The teachers have been familiarising Kindergarten with the PBS4L framework which teaches expected behaviours at Our Lady of The Way. Our school agreements are to:

Act Responsibly
Live Respectfully and
Learn Together.

Kindergarten have been practising what these agreements look like in practice as we have new experiences and visit new areas of the school. The children have been displaying expected behaviours so well that they have already filled a token jar and had a reward. Well done Kindergarten.

In Mathematics over the past week we have been exploring how to organise a collection so that it is easy to count. We've also been practising counting items by touching them once and only once to develop sound one to one correspondence.



We are also practising writing our names using the correct letter formation and have been learning about the difference between letters, spaces, words and sentences. We've been eager to show our teachers where we should start reading and which way to go when we get to the end of the line.



Kindergarten also had a FUNtastic time at gymnastics with our Dance Fever instructors. We learnt lots of new skills in our very first lesson and cannot wait for next Monday so that we can build upon these skills in our next lesson.



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We are also making lots of new friends and practising our social skills as we navigate the playground and the classroom. There is so much fun to be had at school.

The Kindergarten teachers are so proud of the way in which the students have settled into school life and are looking forward to the journey ahead of us.

Regards

The Kindergarten Teaching and Learning Team



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GENERAL NEWS



At Our Lady of the Way we have school lunches delivered on **FRIDAYS ONLY**. School lunches can be ordered with My School Lunch Box via their online ordering system at myschoollunchbox.com.au. Order cut off time is 8:00am. On their website you can sign up; view their menu and place your order.

PENRITH CITY CHILDREN'S CHOIR

Would like to invite boys and girls aged 7-13 years to come to a Singing Day – the first of three projects for 2023 .

Where and When: Sunday February 26th at St Finbar's Church Hall from 3-5pm

Contact Details: Administrator, Suzanne Armstrong
email pccc@penrithcitychoir.com.au or phone 0450 091 367

For full details of our 2023 program go to www.penrithcitychoir.com.au/penrith-city-childrens-choir

RATS

The school has a small surplus quantity of RATS with an expiry of May 2023. If your family would like a box, please email the school at olow@parra.catholic.edu and we can send them home with your child via our classroom distribution bag.

NATIONAL ROAD SAFETY WEEK 2023

- School zones are active 27th Jan – 6th April
- Bus Safety Week 20th Feb – 26th Feb
- National Road Safety Week 14th May – 21st May
- Walk to Safely to School Day 20th May walk.com.au



Drop off and pick up your child near the school gate and avoid calling them from across the road. Talk to your children about **Stop, Look, Listen and Think** every time they cross the road:

- **Stop** one step back from the kerb
- **Look** continuously both ways
- **Listen** for the sounds of approaching traffic
- **Think** whether it is safe to cross and keep checking until safely across

Your child's safety depends on you

Young children can learn these safe pedestrian habits from you and use them when they are old enough to travel alone.



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2024 ENROLMENTS

FOR GIRLS YEARS 7-12

OPEN NIGHT TOURS:

Mon 13th to Wed 15th March 2023

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Join us to see for yourself why girls are so
happy to learn at Caroline Chisholm College.
.....

Tours of the college: 3:30 - 6:30pm

BOOKINGS ESSENTIAL

Limited places available in other years
.....

Further information and bookings can be made
via our website and Facebook page.
www.cccglenmorepark.nsw.edu.au

90-98 The Lakes Drive Glenmore Park

Enrolment packages can be obtained by
contacting the college on: 4737 5500

CAROLINE
CHISHOLM
COLLEGE



Follow us



OPEN NIGHT PENOLA CATHOLIC COLLEGE

Tuesday 7 March 2023 4pm - 7pm



Enrolling now for Year 7 2024

Self-guided & guided
tours available
no bookings required

Your local 7-12 co-educational Catholic School

Walking in the footsteps of Saint Mary MacKillop



@PenolaEmuPlains

P: 02 4728 8100

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OUR LADY OF THE WAY CALENDAR

Date	Day	Time	Event	
Feb 10 th	Fri	All Day	World Youth Day Mufti Day	Donation to be paid via QKR app
Feb 10 th	Fri	08:50-09:10am	School Assembly	OLOW Cola area
Feb 11 th	Sat	06:00-07:00pm	Reconciliation Blessing	OLOW Parish Church
Feb 12 th	Sun	08:00-09:00am	Reconciliation Blessing	OLOW Parish Church
Feb 12 th	Sun	09:30-10:30am	Reconciliation Blessing	OLOW Parish Church
Feb 15 th	Wed	07:00-08:00pm	Reconciliation Preparation	Session 1
Feb 16 th	Thur	10:00-10:45am	Caroline Chisholm & St Dominics	Visiting Yr5 and Yr6 (for students only)
Feb 17 th	Fri	08:50-09:10am	School Assembly	OLOW Cola area
Feb 21 st	Tue	09:15-10:15am	Opening School Mass	All welcome – after Mass invited to a BYO picnic
Feb 21 st	Tue	07:00-08:00pm	Reconciliation Preparation	Session 2
Feb 22 nd	Wed	All Day	Ash Wednesday	
Feb 24 th	Fri	09:30-10:30am	Penola Catholic College	Visiting Yr5 and Yr6 (for students only)
Feb 24 th	Fri	08.50-09.10am	School Assembly	OLOW Cola area
Mar 1 st	Wed	07:00-08:00pm	Reconciliation Preparation	Session 3
Mar 3 rd	Fri	08.50-09.10am	School Assembly	OLOW Cola area