God of wisdom and might, we praise you for the wonder of our being, for mind, body and spirit. Be with our children as they begin a new school year. Bless them and their teachers and staff. Give them strength and grace as their bodies grow; wisdom and knowledge to their minds as they search for understanding; and peace and zeal to their hearts. We ask this through Jesus Christ our Lord.

**2017 TERM 1 DATES / EVENTS**

<table>
<thead>
<tr>
<th>FEBRUARY 2017</th>
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<tbody>
<tr>
<td>Friday 17th</td>
<td>Whole school photo’s</td>
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<tr>
<td>Monday 27th to Friday 3rd March</td>
<td>Grade 6 Camp</td>
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<table>
<thead>
<tr>
<th>MARCH 2017</th>
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<tbody>
<tr>
<td>Wednesday 1st</td>
<td>Ash Wednesday</td>
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<tr>
<td>Thursday 9th</td>
<td>eSmart Cybersafety</td>
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<tr>
<td>Monday 13th</td>
<td>Labour Day – No School</td>
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<tr>
<td>Friday 17th</td>
<td>St Patricks Day</td>
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<tr>
<td>Friday 24th</td>
<td>Cana Feast Day</td>
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<tr>
<td>Friday 31st</td>
<td>Term 1 Ends</td>
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</tbody>
</table>

**PRAYERS**

We keep in our thoughts and prayers loved ones who are unwell or facing personal difficulties. We especially keep in our prayers the Sultana family, Ethan (4K) as his Grandmother passed away on Wednesday.

**SCHOOL HOURS AND PROCEDURES**

Please observe the following school procedures so everyone can have a safe and happy time at school.

**PREP ONLY**

Prep attendance will be half days from Wednesday 1st February, 2017 to Friday 10th February, 2017. (8.45am - 12.30pm). Full time attendance (5 days) for Preps will begin Monday 13th February, 2017.

**GRADE 1 AND GRADE 6**

School hours are 8.45am – 3.15pm Monday, Wednesday, Thursdays and Friday. Tuesdays 8.30am to 3.00pm. Children arriving after the 8.45am bell will be marked as late arrivals.

**PICKING UP CHILDREN AT THE END OF THE SCHOOL DAY**

Please go to the line to pick up your child/ren as teachers are responsible until authorised persons pick up children from the line. If children walk away it is very difficult to monitor their safety.

**MORNING PROCEDURE**

Our aim is for all students to develop independence and responsibility for their school belongings.

- Children only go into class to unpack and greet the teacher. Parents are asked to wait on playground
- Children may come out to yellow paved area until music begins
- Monday, Wednesday, Thursday and Friday when music begins at 8.42am children walk into class ready to begin class at 8.45am promptly when bell rings. Children arriving after the 8.45am bell will be marked as late arrivals. A late slip must be signed by parents before the child/ren are permitted to go to their classroom
- Monday morning’s children line up and we sing the Australian anthem and raise our flags
- Tuesday’s all children are expected to be at school seated in the school hall for Mass promptly before 8.30am. School will finish at 3.00pm Tuesdays ONLY. Tuesday we will have Mass followed by school assembly

**WHAT PARENTS CAN DO**

Please say your good byes before or as soon as the music begins and quickly direct student to their classroom independently. The children will respond positively if this procedure is supported by all parents. Teachers are in class from 8.30am and 8.15am on Tuesdays. This is their time to greet the children, collect notes and complete preparations for the day ahead. Should you need to speak with the classroom teacher, please ring or make an appointment.
SUN SMART POLICY

SCHOOL HAT
Children must wear a hat ‘to and from school’ as well as during the school day. ONLY the school hat is to be worn during the school day - play time and lunch time however, children may wear a ‘home hat’ to and from school if you wish the children to leave their school hat at school.
All children are to wear hats whilst outside at all times. If they forget their school hat, they will not be able to wear their home hat during the school day – NO SCHOOL HAT - NO PLAY

SUNGLASSES
Children may wear sunglasses. Please be mindful they are the appropriate size and wrap around type.

SUNSCREEN (SPF 30+)
All students are required to bring own sunscreen which will remain at school. We recommend you apply sunscreen in the morning before school. Staff will remind children to apply sunscreen throughout the day. As you are aware this is a vital practice to protect our children from sunburn. Spend some time helping them practice applying sunscreen independently and discussing the importance of protection. NO SHARING OF SUNSCREEN due to possible skin sensitivities/allergies.

CAR PARK - SCHOOL GATES PROCEDURES - SUPERVISION

SCHOOL GATES
School Gates near Basket Ball Court will be locked at 9.00 am each day and unlocked 30 minutes before home bell. Please arrange to arrive slightly after this time, to avoid hazardous congestion due to cars lining up and double parking on Banchory Avenue. Children will be safe in the school grounds. If someone other than yourself is picking up children – inform them about our procedures. Parents who would like to assist with the opening of gates please kindly contact the school office.

STAFF ONLY CAR PARK – PLEASE OBSERVE SIGNS INDICATING STAFF AREAS
ONE WAY ONLY - ENTRY AND EXIT
10 KPH at all times when travelling in school grounds.
ENTRY ONLY via Banchory Avenue 8.00am – 9.00am and 3.45pm after each school day.
EXIT ONLY via Sandalwood Avenue (back gate of school) 8.00am – 9.00am. (9.30am - Tuesday only) and – 3.00pm -3.45pm each school day.

THESE PROCEDURES MUST BE STRICTLY FOLLOWED AT ALL TIMES!

YARD SUPERVISION
There are staff supervising the children from 8.30am. Children who arrive early and who are unattended will be placed in ‘Before School Care’ and an invoice will be presented. Staff will be rostered for supervision during each/all play times when children are outside including after school till 3.30pm. All staff wear a highly visible vest for easy identification as well as a carry a First Aid bag.

CDF Banking will continue in the usual fortnight on a Monday. Please have your child/ren hand them to their class teacher in the morning.

CHANGES TO PERSONAL DETAILS
It is imperative we have all your personal details updated. We require any changes to be in writing and handed in to the office.

GATE VOLUNTEERS
We NEED volunteers to open the school gates for afternoon pick up. Please contact the office to put your name down.

NEWSLETTER
Our weekly newsletter will continue paperless, available on our website as well as downloaded onto the school App. Please ensure you download our school App to ensure you do not miss vital information.
**CANA APP**

It is important all families download our school App. The Cana Catholic Primary School – hillside App keeps students and families and the broader school community connected and up to date with the latest information from our school.

The App features include; news panel with a latest news feed direct from the school website, notifications systems allowing you to subscribe to alerts and reminder from the school, events calendar providing a listing of upcoming events, documents library which contains newsletters, forms and policies, gallery which showcases school life through images and video and contact information and website link.

Cana Catholic Primary School App is brought to you through the Victorian Catholic Schools Website Service (VCSWS) and powered by Fraynework.

Cana Catholic Primary School Hillside

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**2017 SCHOOL FEES**

School fees and levies will not be increasing for 2017 and are outlined below.

1 child = $893.00 + $562.00 = $1455.00  
2 children = $893.00 + $1124.00 = $2017.00  
3 children = $893.00 + $1686.00 = $2579.00

School fees per family $893.00 plus  
Levy per student $562.00 (Educational $253.00 / ICT $184.00 / Excursion $125.00)

Families who choose to finalise their school fee account in full before the end of Term 1 will receive a reduction of $50.00. Therefore, you would only pay $1405.00 for 1 child, $1967.00 for 2 children and $2529.00 for 3 children.

If making periodic payments, families are requested to pay 75% of their fees by end of Term 2. The balance is required to be paid no later than end of Term 3. Family payment plans are exempt.

Families can pay their school fees either fortnightly, monthly, quarterly or yearly. School Fee Payment Plans may be arranged with the School Bursar early in 2017. An appointment is required to arrange for a Payment Plan meeting.

Please note Grade 6 camp costs are not included. Separate notes are issued for Grade 6 students regarding camp.

*We trust you will continue to honour your commitment to the following:*

- Go to Mass weekly
- Help with Working Bee’s each year
- Join a ministry during Ministry Month
- Join Thanksgiving
- Pay the approved school fees

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**NO SHARED FOOD POLICY**

No child is to bring food to share with others in the class as we have some children with critical food allergies, this includes party food/cakes/lollies etc. to celebrate birthdays. Teachers will celebrate/acknowledge birthdays in classrooms in alternative ways.

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**PARENTS CONTACTING STAFF**

If you need to speak with staff members, please write a note to inform them you wish to meet with them and you will be contacted as soon as possible. Before school is teacher preparation time and there are often meetings after school so teachers may not be able to meet with you without an appointment.
ILLNESS AND ABSENTEES

It is unfair to the sick child, the other children and to the teachers if a child who is not well is sent to school. The place for a sick child is at home. If your child contracts an infectious disease please notify the school and seek advice on exclusion requirements. If your child is absent from school because of illness or any other reason, a note must be sent to the teacher when the child returns to school. It is a legal requirement for all children absent from school must return with a note or medical certificate with an explanation for their absence. Please ensure the school is notified if your child will be absent from 3 – 4 day onwards.

If your child becomes ill at school he or she will be sent to the First Aid room and assessed by a staff member. If that staff member deems it necessary, parents will be contacted and requested to pick up the child. Please ensure we have current and updated emergency contacts.

SEASONAL ALLERGIES AND ASTHMA

Spring and Summer brings on several allergies, in particular hay fever and since the asthma thunderstorm, asthma. We ask if your child suffers from hay fever, please ensure their antihistamine medication is kept in First Aid to administer should they present with symptoms. Administering medication before school is often a good intervention before discomfort sets in at school and also avoids disruptions to class time. Please ensure if your child/ren have asthma, they must have their Ventolin held in the school First Aid room. Most children use a spacer to administer their Ventolin, please also ensure their spacer is held here. It is imperative as soon as your child/ren have been diagnosed, we receive a current asthma plan form signed by a doctor accompanied with their Ventolin and spacer if required. It is also very important your child/ren know how to administer their Ventolin correctly.

CLOSING 3.00PM ON MONDAY 6th FEBRUARY, 2017

Dear Parents

Parent chats will be held on:
Wednesday 8th and Thursday 9th February 2017

FOR CHILDREN IN GRADES 1 TO 6 ONLY

You can now book chats at times that suit YOUR FAMILY BEST.
Go to www.schoolinterviews.com.au and follow these simple instructions.

BOOKINGS OPEN WEDNESDAY FEBRUARY 1st
SO THAT ALL FAMILIES MAY BOOK AT THE SAME TIME

For parents that don’t have access to the internet at home, at work, at a friend’s house or on their phones parents may send a note to school with the approximate times they require, or phone the school on 8390 9200. Chats are strictly 10 minutes and spaces are limited. If you require more time, please contact your teacher directly to make alternative arrangements.

Parents can change their chat bookings, any time prior to the closing date, by re-visiting the www.schoolinterviews.com.au website, and using the event code.
Parents wishing to change their chat times after the closing date, should contact the school directly on 8390 9200.
NEW LATE ARRIVAL / EARLY DEPARTURE PROCEDURE
Last year, the government initiated a number of child Protection Practices. We are bound by the Government to implement those which directly impact on schools. Therefore, under the new Child Protection Laws, if your child/ren arrive late to school, parent/s are required to present themselves to the office with their child/ren to complete a ‘Late Arrival’ slip as shown below. Children will still be given a ‘Late Pass’ to present to their teacher upon arrival into their classroom. The ‘Early Departure’ slip is the same procedure as normal, they just share the same slip.

Parents will be phoned to return to school to sign in to indicate the reason for late arrival or early departure if children present to the office on their own.

Cana Catholic Primary School
LATE ARRIVAL / EARLY DEPARTURE RECORD

<table>
<thead>
<tr>
<th>LATE ARRIVAL □</th>
<th>EARLY DEPARTURE □</th>
<th>&amp;/or WILL BE RETURNING □</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date ___________</td>
<td>Student name ______</td>
<td>Class ________________</td>
</tr>
<tr>
<td>Time arrived ______________ am/pm</td>
<td>Time departed ______________ am/pm</td>
<td>Time returned ______________ am/pm</td>
</tr>
<tr>
<td>Reason for late arrival or early departure ____________________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Signed ___________________ Parent □ Guardian □ Other □ ______________ Office ______________</td>
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SCHOOL UNIFORM
Students look lovely with their fresh school uniforms. Please ensure all removable items are clearly labelled with child’s name. It is important that all students wear correct school uniform each school day. Notice of your child’s designated sports day will be sent home by each classroom teacher. The designated days will be the only days when students may wear their sport uniform to school.

<table>
<thead>
<tr>
<th>BOYS’ SUMMER</th>
<th>BOYS’ WINTER</th>
<th>GIRLS’ SUMMER</th>
<th>GIRLS’ WINTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Light blue shirt</td>
<td>Light blue shirt or skivvy</td>
<td>School Dress - maroon and white check with maroon thread</td>
<td>Grey and blue tartan school tunic/skirt OR Navy blue slacks. Navy blue tights with tunic/navy socks. Light blue long sleeve blouse/skivvy. Maroon jumper with school logo Black leather shoes</td>
</tr>
<tr>
<td>Navy blue shorts</td>
<td>Navy blue trousers</td>
<td>White socks (knee or ankle – no sport socks)</td>
<td>Navy blue wide brimmed hat with school logo</td>
</tr>
<tr>
<td>Navy blue socks</td>
<td>Navy socks</td>
<td>Black leather shoes</td>
<td>Navy blue wide brimmed hat with school logo</td>
</tr>
<tr>
<td>Navy blue wide brimmed hat with school logo</td>
<td>Maroon jumper with school logo</td>
<td>Navy blue tights with tunic/navy socks. Light blue long sleeve blouse/skivvy. Maroon jumper with school logo Black leather shoes</td>
<td></td>
</tr>
<tr>
<td>Black leather shoes</td>
<td>Black leather shoes</td>
<td>Light blue and white check with maroon thread</td>
<td></td>
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</tbody>
</table>

SPORTS UNIFORM – BOYS AND GIRLS
Navy track suit pants and navy windcheater with school logo
Pale Blue polo shirt with school logo
Navy blue sports shorts for boys / optional for girls
Navy blue pleated skirt/skorts or shorts with school logo for girls
White socks
Navy blue girls’ sports briefs
White soled sports shoes

THANK YOU FOR OUR NEW DECKING
Thank you to Chris Jepson and Michael Agius (School Maintenance committee members) for your commitment and generosity of time and talent for working with Bruce Tripptree (Cana Garden Maintenance Coordinator) during the holidays to build the amazing new decking leading to the Grade 5 and Grade 6 classrooms!
MESSAGE FROM CANA FAMILY

Dear students and parents,

We would like to introduce to you our son Patrick Cichy who has started Prep at Cana this year. Patrick wears sunglasses all the time and this letter outlines why. All of us would like for our children to be healthy but you don't know what life can bring. Nothing in life should limit what you can do or experience in life. Our son has an eye condition called Achromatopsia, so he is a low vision kid. His eyes are very sensitive to light, he has nystagmus, is colour blind and has poor vision. He can see approximately 10%. Achromatopsia is a genetic eye condition that affects 1 in 30,000 people - so he is possibly 1 of 750 people in Australia with this eye condition making him a very special boy. People with low vision are not common in day to day life and this is why we are writing this letter to explain his condition, as he will be a part of your children's lives at school.

**Light sensitive:** Patrick needs his sunglasses to see or he is blind. It's like shining a bright light in your face and asking how many fingers am I holding out.

**Nystagmus:** Which is fast jumping of the eyes. This also depends on the light and if Patrick is tired. This means when he looks at you he may tend to look from the side as this is his nul point - stops his eyes from jumping and makes it easier to focus.

**Colour Blind:** Achromatopsia or Monochromatism as it's also known as means that Patrick is colour blind and only sees shades of grey and black. It's a good thing that he is a boy so jeans and a t-shirt will do.

**Low vision:** Achromatopsia causes vision impairment which is different from person to person. He loves to run around and join in. He wants to do everything that other kids are doing. But he can be clumsy and bump into things or people.

It's difficult to explain how Patrick sees or what he sees. But things would be very fuzzy like they are out of focus. When he wants to see something, he needs to come close. He also comes close when he is talking to someone to make eye contact and communicate as he can't make out anything from further always then approx. 2m, unless there big items. It's better to talk to him and give clear instructions rather than point to something when you're across the room because he just won’t see where you are pointing.

Patrick also has poor depth perception which means he can't tell when the ground changes - if there is a change in material i.e. concrete paving to brick paving he may think there may be a step and take his time to move forward. If you say its flat he knows that he can move forward and not worry. He has a very good memory and once he gets to know an area he will remember where steps and other obstructions are to which he needs to look out for. If something is new you need to point it out for him to realise that it's there. The most important thing for you to know is that Patrick is a normal little boy that loves to do what normal little boys do. Have fun, run around, and play with toys and friends.

The link below is of a video that explains Achromatopsia if you would like to know more and if you have any questions please don't hesitate to ask. [https://www.youtube.com/watch?feature=player_embedded&v=CFBuwiXCEZ8](https://www.youtube.com/watch?feature=player_embedded&v=CFBuwiXCEZ8)

Thank you for reading this letter and we wish you all the best for the upcoming year.

Regards,
Agata and Piotr Cichy