

NEWSLETTER NO.3

15th February 2024

We acknowledge the Wurundjeri people as the traditional custodians of the land upon which our school stands

Dear SFX Families,

This week our school celebrated Ash Wednesday in the Church's calendar. Ash Wednesday is the beginning of the season Lent. A period of 40 days where Christians around the world focus on three elements: *prayer, fasting and almsgiving*.

On Wednesday we were beautifully represented by our School Captains at the Ash Wednesday Mass at Our Lady Help of Christians Church in Eltham. At the Mass they were commissioned to receive the Word of God and the Ashes and bring them back to SFX School. Later in the morning these same Ashes were distributed to all the students at SFX with a sign of the cross in ash on each of their foreheads. Let the blessings of the Easter season begin in both action and word, through prayer, giving up things that we do not really need and giving to others.



CONGRATULATIONS TO OUR 2024 SCHOOL CAPTAINS

Last week 18 of our Year 6 students stood before their peers and teachers to say why they wanted to offer themselves as School Captains for 2024. Putting yourself up for election always takes great courage and resilience knowing that you may not be chosen. It also takes great courage standing and delivering a speech in front of 80+ people. The SFX applicants were amazing and delivered their speeches with great poise and class. One applicant even delivered his speech from overseas; that is the new global environment in which we live.

Every one of our Year 6 students will have a leadership role this year. It is the only way our school can function efficiently and effectively. As such leadership is always to be seen in terms of:

- ✚ Service back to our school community
- ✚ Always modelling high expectations with behavior and work standards
- ✚ Loyalty to each other

Each of the speeches was recorded and all SFX staff were able to view these and vote accordingly. It gives me great pleasure to announce our 2024 School Captains



Keegan
Douglas
Captain



Dylan
Cumming
Vice
Captain



Abbie
Tomkins
Captain



Abigail
Veerhuis
Vice
Captain

CHILD SAFETY/ PARENT HELPER SESSIONS 2024

At SFX, we take nothing else more seriously than providing a Child Safe school. A clear M.A.C.S directive (*Melbourne Archdiocese Catholic Schools*) is that any parent who wishes to volunteer in any capacity be afforded an information session on an annual basis. We will be offering **three** sessions at different times during the week to suit all families.

The dates and times of these sessions are:

Session #1 – Wednesday 28th February @9.10am – School Hall

Or

Session #2 - Thursday 29th February @ 7pm - Performing Arts Room

Or

Session #3 – Tuesday 5th March at 2.30pm – Performing Arts Room

It is anticipated that the session will run for approximately 1 hour. All parents regardless of whether you have done the Child Safety course, or your occupation **must** complete the 2024 course to qualify.

The Child Safety Parent Information sessions apply to all parents who:

- ✚ Would like to help out in the classroom e.g Literacy
- ✚ Would like to attend excursions
- ✚ Would like to assist with school events such as Twilight Sports
- ✚ Would like to assist and be part of the School Advisory Committee
- ✚ Would like to assist at any Parents Association functions where children are present Eg. Mother's Day stall, School Disco etc

These dates will be the **ONLY** opportunity to achieve your accreditation and we will not be running the sessions later in the year or on an individual basis for those who have missed out. Please fill in the form below to let us know which session you will be attending and your availability/capacity to help.

<https://docs.google.com/forms/d/18kf2wjdgazWwNjSpzSZtYCFt5iuFPztFDKPTu6uoCa0/edit?ts=65c02f3a>

CLASS REPRESENTATIVES 2024

One of the major conduits between the Parents Association and the classrooms are the Class Reps that we have for each of the 15 classes. As a Class Rep you provide the 'coal face' communication between the activities and events of the Parents Association that are held through out the year and each of the families in your classroom. If you would like to be the Class Rep for your class can you please email me at:

principal@sfxmontmorency.catholic.edu.au We will publish the names of those who have offered their services as Class Rep in next week's newsletter.

Prep RJ	Emma O' Malley (<i>mother of Jack</i>)
Prep JV	Gabriella Ganino (<i>mother of Anika</i>)
Prep BM	Virginia De Santis (<i>mother of Francesca</i>)
Year 1 LC	VACANT
Year 1 HS	VACANT

2024 - TOGETHER WE SHINE

Year 2 SK	VACANT
Year 2 SM	Emily Zann (<i>mother of Holly</i>)
Year 3 JW	VACANT
Year 3 DH	Belinda McParland (<i>mother of Austin</i>)
Year 4 AH	Denise Egan (<i>mother of Alexandra</i>)
Year 4 MA	Jodi Warren (<i>mother of Chloe</i>)
Year 5 AM	VACANT
Year 5 BB	Kathryn Hannon (<i>mother of Evie</i>)
Year 6 AH	VACANT
Year 6 DM	Brigid Douglas (<i>mother of Keegan</i>)



**Ash Wednesday
14 February**



This week, the season of Lent begins with Ash Wednesday, which also marks the beginning of the annual Caritas Australia Project Compassion Appeal. Donations to Project Compassion allow Caritas Australia, the Catholic Agency for International Aid and Development, to work with local communities around the world to end poverty, promote justice and uphold dignity.

Please give generously to Caritas Australia this Lenten season and help vulnerable people around the world, now and **for all future generations**.

With your support, Caritas Australia has been able to assist communities around the world through income generation, water and sanitation, food security, education and disaster risk reduction programs.

Project Compassion 2024 reminds us that the good we do today will extend and impact the lives of generations to come. Together, we can help vulnerable communities face their challenges today and build a better tomorrow.

You can donate through Project Compassion donation boxes, which have been placed in each classroom at SFX, along with at the front office. Alternatively, you can donate by visiting caritas.org.au/project-compassion or by calling 1800 024 413.



BUILDING POSITIVE BODY IMAGE IN YOUNG PEOPLE

Banyule Youth Services would like to invite you to our first parent/carer session of the year "Building positive body image in young people"

This FREE session will be hosted by [Eat Love Live](#) and is suited for anyone who is supporting young people to have a positive mindset when thinking about their body image, in particular when navigating social media. Marina Payne an eating disorder dietitian will explore:

- Risk factors, warning signs and the impact of social media.
- Learn how to be a positive role model
- Learn practical support and where to access help.

DATE: Tuesday 5 March 2024

TIME: 7-8pm

WHERE: ONLINE via zoom

Bookings

essential: <https://www.trybooking.com/CPDUE>

AGES: Parents & Carers of young people 10-25

COST: FREE

CONTACT: Jess

Sayers jessica.sayers@banyule.vic.gov.au 94579983

*Please note this session will be recorded and available for those registered for 2 weeks after the delivery date.

SCHOOL CALENDAR – TERM 2024

Tuesday 13th February – Shrove Tuesday

Wednesday 14th February – Ash Wednesday

Wednesday 14th February – Prep Assessment Day – No school

Thursday 15th February- Meet the Teacher- Prep to Yr 6 -2pm to 8pm

Friday 16th February – School Tour for Prospective Parents

Tuesday 20th February – Welcome Picnic – 5pm to 7pm

Tuesday 20th February – School Tour for Prospective Parents

Wednesday 21st February – Prep Assessment Day – No school

Wednesday 21st – School Advisory Committee Meeting @ 7pm

Friday 23rd February – School Photo Day 2024

Friday 23rd February – District Swimming Competition

Monday 26th February – Preps are now full time

Tuesday 27th February- Year 3/4 Community Walk

Wednesday 28th February – District Swimming Competition

Wednesday 28th February – Child Safety Info session #1 @ 9.10am

Thursday 29th February- Child Safety Info session #2 @ 7pm

Friday 1st March - School Tour for Prospective Parents

Tuesday 5th March – Child Safety Info session #3 @ 2.30pm

Wednesday 6th March – Parents Association Meeting @ 7pm

Thursday 7th March – School Tour for Prospective Parents

Monday 11th March – Labour Day Public Holiday

Tuesday 12th March – School Closure Day – First Aid Training for all SFX Staff (Level 2)

Wednesday 13th March – NAPLAN begins – Year 3 & 5

Wednesday 13th March – School Tour for Prospective Parents

Friday 15th March – St. Patrick's Day Mass @ Cathedral for student leaders

Tuesday 19th March – Regional Swimming Competition

Tuesday 19th March – Year 3/4 Excursion Banyule Council

Wednesday 20th March – School Advisory Committee @ 7pm

Friday 22nd March – Year 3 – 6 Athletics Event (TBC)

Monday 25th March – NAPLAN concludes – Year 3 & 5

Monday 25th March – School Tour for Prospective Parents

Wednesday 27th March – SFX Easter Liturgy

Thursday 28th March – School Tour for Prospective Parents

Thursday 28th March – Term 1 concludes at 1pm

Monday 15th April – Term 2 commences @ 8.55am

SCHOOL PHOTO DAY IS COMING UP SOON

ORDER NOW

School: St Francis Xavier Catholic Primary School

Date of photography: 23/02/2024

Place order by: 04/03/2024

HOW TO ORDER



OPTION 1 ORDER AND PAY ONLINE USING YOUR MOBILE



Scan this QR code using your mobile phone camera to go straight to your school's package options and order photos

OPTION 2 ORDER AND PAY ONLINE USING YOUR COMPUTER

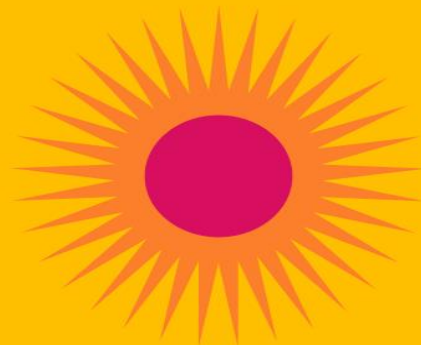


Go to www.advancedlife.com.au and enter your school's 9 digit order code

WKR ZBF JD4

Should you have any questions please contact us at www.advancedlife.com.au/contact

2024 – TOGETHER WE SHINE

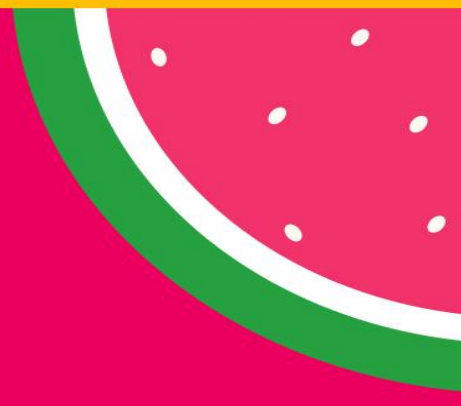


WELCOME PICNIC



Tuesday 20 Feb 🌞 5 — 7pm

St Francis Xavier Primary School together with the Parents Association would like to invite all families, both new and existing to our Welcome Picnic! This is a chance to meet and greet and reconnect with family and friends after the holidays. BYO picnic rug, food & drinks. (This is a NO alcohol event)



St Francis Xavier
Catholic Primary School
Montmorency



Register
your
interest



After many years of having to cancel this event due to inclement weather and COVID, the Welcome Picnic is back. We have contracted Action Events Pty Ltd to stage two rides in our playground. This is a reputable, fully insured company that provides rides to events all around Melbourne. One ride for the Juniors (Prep – Yr 2) and one for the Seniors (Yr 3- 6). The rides are big...they are colourful....they are fun....they are a surprise not to be missed. We encourage all families to QR code and attend this **FREE** event. Your teachers will be there to share in what will be a memorable way to begin the 2024 school year. Please bring your picnic blankets and food. Please **no** picnic chairs as they damage the synthetic surface on the oval.

This is a CHILD SAFE – ALCOHOL FREE event.

2024 YEAR 6 LEADERSHIP ROLES

School Captains	Abbie Tomkins Keegan Douglas
School Vice Captains	Abigail Veerhuis Dylan Cummings
House Captains McAuley	Thomas Alexander Catherine Conte
House Captains Padua	Martha Hamilton Ebony Theologos
House Captains Xavier	Ellie Harvey Ben Doyle
House Captains Loyola	Asher Loney Ava Dwyer
ICT Leader	James Denton Anderson Lovelace
LOTE Leader	Addison Lin Sebastian Parisella
FLAG Leaders	Toby Condon Archie Holland-Baker
Discovery Centre Leaders	Sienna Bellofiore Zara De Lisen Isabel Rizzi Ella Gasparini
PBM Leaders	Nicholas Williams Ellie Tobin
Visual Arts Leaders	Fabian Tesa Luna Johnston
School Security Leaders	Luke Theologos Nesta Intarapirom Ella Doran
Religious Education Leaders	Abigail Fisher Alexia Loutfallah
SFX Newspaper Leaders	Keira Stevenson Mia Logan Jess Hanvin

2024 Photo Day

Online and Envelope Order Instructions

Dear Parents and Students of St Francis Xavier Catholic Primary School,

Your school photo day is on 23-02-2024 and your school has chosen to order via online and/or envelopes which has been or will be distributed to every student. Therefore, it is important that the ordering instructions below are followed, and all students are photographed regardless of purchase.

**** IMPORTANT PLEASE NOTE – ONLINE ORDERING FOR SIBLING PHOTOS WILL CUT OFF ON 22-02-2024 ****

ONLINE ORDERING: Your child's school photos are now available for secure online purchase, please note if you are ordering online, you do not need to return an envelope to the school

4 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING

Step 1: [Click Here](#). - For online ordering process for your school - OR - Go to www.advancedlife.com.au before photo day and enter your school code [WKR ZBF JD4]

Step 2: Enter your student's details

Step 3: Choose the package that best suits your needs (*all orders will be delivered to the school for collection*)

Step 4: Pay for the photos via the shopping cart (upper right corner of the page)

****Online Orders have a 1.5% merchant fee applied when using Visa, Mastercard or PayPal.**

Please note: If you miss photo day, portrait and group packages can still be ordered online for 7 days afterwards with no late fees. After that time, late orders will require separate processing and handling and therefore will incur a \$15.00 late fee per package.

FAMILY / SIBLING PHOTOS: No envelope required if ordering online

3 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING

- Go to www.advancedlife.com.au before photo day and enter your school code [WKR ZBF JD4]
- Family/Sibling photo orders online close on [22-02-2024]
- Orders can be placed by returning an envelope up until photo day with exact cash amount. (*no change given*)

ORDERING USING AN ENVELOPE:

ENVELOPES WILL BE HANDED TO EACH CHILD, PLEASE SEE THE SCHOOL OFFICE IF YOU HAVE NOT RECEIVED ONE

Step 1: Student Details - Complete the section for student details on the front of the envelope.

(*Please use black or blue pen*).

Step 2: Purchase Details - Complete the purchase details on the front of the envelope.

Step 3: Payment Method - Select your payment method.

Credit Card – Online Only at www.advancedlife.com.au

Cash – Please enclose correct money – no change is given under any circumstances

Please Note: A portrait and a class group photograph will be taken of every student at the school, regardless of purchase. Photographs of your children taken as part of a class group are only permitted to be distributed within their own class. Your child's name will appear on the class group photo. If you DO NOT wish your child to be photographed, please contact your school office with your instructions prior to Photo Day.

Please feel free to contact us via email or phone should you have any queries regarding your child's school photo order.

info@advancedlifevic.com.au or 03 9852 1133

Advancedlife Team



All Parents are asked to sign and return this Code of Conduct no later than Thursday 21st February 2024.

St Francis Xavier Primary School is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS). This Code of Code is created with reference to St Francis Xavier Primary School Enrolment Policy and St Francis Xavier Primary School Enrolment Agreement. Parents/Guardians/Carers are expected to read, sign, and comply with the Code of Conduct for the student's enrolment to be accepted.

Purpose

St Francis Xavier Primary School is committed to ensuring a respectful learning environment that is safe, positive, and supportive for all students, staff and visitors of the school.

It is the intention of St Francis Xavier Primary School to provide clear guidelines to all parents and visitors regarding the conduct expected of them while in a school environment, [or at school related places], engaging in school-related activities or representing the school. Parents/guardians/carers and visitors are expected to uphold the school's core values at all times.

Scope

This Code of Conduct applies to all St Francis Xavier Primary School parents, guardians, carers and visitors to the school and school related places. The application of this code is not limited to the school site and school hours. It extends to all school-related activities and events (including, but not limited to: school fetes, camps or sporting events, online activity, etc.) and when visiting or representing the school.

Principles

This Code of Conduct is based on the following principles that everyone at St Francis Xavier Primary School:

- has the right to be safe
- has the right to be treated with respect and be valued even in disagreement
- has the right to participate within a secure environment without interference, intimidation, harassment, bullying, discrimination or any harmful, threatening or abusive behaviour
- is encouraged to be respectful, polite, courteous and considerate of others
- has the right to be supported and challenged as ongoing learners.

Expected conduct and bearing of all parents / guardians / carers

It is expected that every parent/guardian/carers will:

- uphold the school's core beliefs and values
- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others
- abide by all health and safety rules and procedures operating within the school and other locations at which they may visit while representing the school
- ensure that their actions do not bring the school into disrepute
- respect school staff and accept their authority and direction within the exercise of their duties at the school
- observe all school rules as required
- strictly adhere to the school's policies and procedures as required
- behave with respect, courtesy, and consideration for others
- refrain from all forms of bullying and harassment
- refrain from any form of verbal insult or abuse and from any form of physical abuse or intimidation
- refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of the school, employees or students of the school, including activities on social media
- respect school property and the property of staff, contractors, volunteers and other students

- not be intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health while visiting the school site, attending school functions or engaging in school-based activities
- respect school staff and accept their authority and direction within the exercise of their duties at the school
- use the school's Complaints Handling Policy to seek resolution for any problems that arise and accept the school's procedures for handling matters of complaint.

Unacceptable conduct

Unacceptable conduct includes, but is not limited to:

- touching, handling, pushing or otherwise physically or sexually engaging with students, children or others in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person
- any form of physical or verbal violence including fighting, assault or threats of violence or behaviour that is otherwise harmful, threatening or abusive
- approaching a child that is not your own with a view to disciplining that child for their behaviour. Such matters are only to be dealt with by school staff
- approaching other school parents to resolve issues arising between students at school. Such matters should be referred to school staff
- any form of cyber bullying or cyber abuse that is directed towards the school, staff members, students or parents or any member connected to the school
- any form of threatening language, gestures or conduct
- language or conduct which is harmful, threatening, abusive or likely to offend, harass, bully or unfairly discriminate against any student, employee, contractor, volunteer or other
- corresponding or communicating with school staff in a manner which is unreasonable (including for example, via email or app's) in terms of the frequency or volume of communications, or the nature or tone of such communications
- theft, fraud or misuse of school resources
- the use of inappropriate or profane words or gestures and images
- visiting school, attending social, sporting or other functions while intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health
- smoking on the school premises or within the immediate environs of the school
- claiming to represent the school in any matter without explicit permission from the school principal to do so.

Breach of the code of conduct

Parents/guardians/carers are, as a condition of enrolment, expected to read, sign, and comply with the St Francis Xavier Primary School Enrolment Agreement, St Francis Xavier Primary School Parent/Guardian/Carer Code of Conduct (**Code of Conduct**), and relevant school policies.

Parents/guardians/carers who breach this Code of Conduct or Enrolment Agreement will be contacted by the principal. Appropriate action, which may include limiting and reducing access to school grounds, attending school functions or school-based activities or, setting mandatory parameters around methods and timing of communication, or imposing an Immediate or Ongoing School Community Safety Order is at the discretion of the principal and other authorised persons.

Should any parent/guardian/carer:

- (a) repeatedly breach the terms of the Agreement, Code of Conduct, and/or relevant school policies (after the parent/guardian/carer or the family collectively, has been warned that any further breach may result in a termination of enrolment); or
- (b) engage in conduct on a single occasion which constitutes a serious breach of the Code of Conduct and/or relevant school policies (involving for example, conduct which poses a serious risk to staff or student health and safety), the circumstances may result in a termination of their child's enrolment.
- (c) A termination of enrolment may also occur where any parent/guardian/carer has engaged in conduct on a single occasion which constitutes a serious breach of the Parent / Guardian / Carer Code of Conduct and/or relevant school policies (involving for example, conduct which poses a serious risk to staff or student health and safety.) In these circumstances, it will not be necessary for a warning to be given before consideration is given to termination of enrolment.

A decision to withdraw or terminate the enrolment of a student may only be made by the Director, Learning and Regional Services upon consideration of the following:

- the view of the principal of the school
- an objective assessment of all presenting circumstances, including the nature and gravity of the conduct and whether any previous warnings have been provided to the parent/guardian/carer
- the principles of procedural fairness are followed in the decision-making process, including an opportunity for the student and their family/guardians/carers to be heard, all relevant information considered.

Before any final decision as to termination of enrolment is made, the student's family will be provided with an opportunity to comment on and/or provide any relevant information for consideration in this regard.

In accordance with applicable legislation and the school's Child Safety and Wellbeing Policy, the police and/or 'Families and Children's Services' within the Department of Families, Fairness and Housing (DFFH), Commission for Children and Young People (CCYP), and/or any other relevant bodies will be informed of any unlawful breaches of this code.

Parent / Guardian / Carer Code of Conduct

Parent 1/Guardian 1/ Carer 1 name		
Parent 1/Guardian 1/ Carer 1 signature		
Date		
Parent 2/ Guardian 2/ Carer 2 name		
Parent 2/Guardian 2/ Carer 2 signature		
Date		

Policy information table

Responsible director	Director, Learning and Regional Services
Policy owner	General Manager, Learning Diversity
Approving authority	Executive Director
Assigned board committee	Education Strategy and Policy
Approval date	10 May 2025
Risk rating	High
Date of next review	May 2025
Publication details	CEVN, school website

POLICY DATABASE INFORMATION

Assigned Framework	Enrolment of Students
Related documents	Enrolment Policy Enrolment Agreement Enrolment Form Student Code of Conduct
Superseded documents	Parent Guardian Carer Code of Conduct – v2.0 – 2022
New policy	