PREPARATORY SCHOOL HANDBOOK

Years 3 to 6

Christ Church Grammar School

PERTH, WESTERN AUSTRALIA

VALUES

Our four core values underpin everything we do as a community. They are the foundation of our decision making, actions and behaviours:

Respect - for self, others and everything around us
Integrity - having strong ethics and a true moral compass
Excellence - a commitment to being the best one can be
Care and Compassion - kindness for self and others

ABSENTEES

If your son is going to be absent from school, please use the School App to email prepabsentees@ccgs.wa.edu.au and CC in the classroom teacher **before 8.55am**. Do not contact your son's teacher directly in a separate email. If you do not notify the School we will send parents/guardians an SMS to confirm the student's whereabouts.

Appointments

If your son needs to leave school during the day, an adult is required to sign him out from the Prep School Office. After being signed out, the adult can collect your son from class or the office.

Illness

If your son is unwell, please do not send him to school. This will aid his recovery and limit the spread of the illness.

Permission for leave from school

If your son is going to be absent from school for non-illness related circumstances, parents/guardians must apply for leave from the Head of Preparatory School before the absence. It is important, as per the Education Act, that all students are at school during school hours.

ACADEMIC

Programs

The most important part of the learning process is the quality of our teaching. We pride ourselves on having differentiated learning opportunities aimed at the needs of all students.

From Pre-Primary through to Year 6 we follow the Western Australian Curriculum in all mandated learning areas including Mathematics, English, Science, Humanities and Social Sciences (Geography and History), the Arts (Drama and Dance, Music and Visual Arts), Design and Digital Technologies, Library, Health and Wellbeing, Physical Education and Languages (Mandarin from Pre-Primary to Year 6).

Competitions

Throughout the academic school year, students will have the opportunity to engage in a variety of competitions.

Reporting

Reporting for mainstream students (refer to Peter Moyes Centre section on page 9 for further information on reporting for students enrolled with special needs) takes place three times over the year. At the conclusion of Term 1, the mid-semester report provides a broad picture of achievement with a key focus being effort. Your son will receive a more detailed report at the end of each semester. These reports provide a detailed picture of your son's progress, including grades, effort ratings and specific targets for further learning.

Tutoring

The School does not advocate tutoring as we believe Christ Church provides a rigorous and rewarding learning program that focuses on the whole child. Research suggests that students benefit from downtime from learning so information from the day can be processed. We encourage parents to talk to teachers if they are considering tutoring for their child.

NAPLAN

NAPLAN is a compulsory group of national assessments that take place every year for all students in Australia in Years 3, 5, 7 and 9. The School sees these assessments as simply another piece of evidence that sits alongside other standardised testing completed over the course of the school year.

ARRIVAL AT SCHOOL

The school day commences at 8.25am. Supervision for the students begins from 8.10am. Parents are asked to avoid arriving at the School before 8.10am. If students do arrive at school prior to 8.10am, they are expected to sit at the white umbrellas until 8.10am.

ASSEMBLY

Preparatory School Assemblies are held fortnightly on Friday from 8.35am to 9.20am in the School Chapel. Throughout the year, each class will be responsible for hosting the assembly and presenting an item within it.

Awards

The School hosts an Awards Assembly once per year. This assembly is to acknowledge various awards and competition results from the year, such as ICAS, Mathematics, Poetry and Writing competitions.

Building Good Men Award

Two students from each class are presented with a Building Good Men Award at assemblies. Specialist teachers also award students at these assemblies.

Student recognition
Students are recognised for their achievements out of school. Students who have achieved in competitions or representation at a metropolitan, state, national or international level can be acknowledged at assembly, with the student's and his parents' permission .

Morning tea
The parents of the class that host the assembly are invited to morning tea with the Head of Preparatory School immediately following the assembly, in the Preparatory School Staff Room.

BEFORE AND AFTER SCHOOL CARE

Early Risers Club
This program caters to students from Pre-Primary to Year 6 providing care for students/families who need to commence the school day early. Students under care are able to engage in activities including reading, games and drawing, all within the comfort and safety of the Preparatory School Multi-Purpose Room.

The program is run by Christ Church Grammar School staff and operates from Monday to Friday between 7.00am to 8.10am. Light breakfast is included.

For fees and bookings, please visit the school website and search *Early Risers*.

Sunset Club
This program caters to students from Pre-Primary to Year 6 and students have the opportunity to choose from a variety of activities and games in the comfort and safety of the Preparatory School Multi-Purpose Room.

The program is run by Christ Church Grammar School staff and operates from Monday to Friday between 3.00pm and 6.00pm. Afternoon tea is included.

For fees and bookings, please visit the school website and search *Sunset Club*.

Note: MLC is an after school care provider for children in Kindergarten. Please see the **MLC website** for more information.

BICYCLES
Christ Church encourages students to ride their bikes to school. Students are required to walk their bikes from Queenslea Drive to the bicycle racks within the school grounds. Bikes must be secured with a strong D-lock. Parents and students are also reminded that all cyclists must wear an approved helmet as a matter of law and safety.

BIRTHDAYS
We are happy to celebrate individual birthdays in class. Parents/guardians may supply a 'birthday treat' for the class. If you decide to do so, please refer to the School's ***Allergy Aware Policy***.

BULLYING
Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyberbullying refers to bullying through information and communication technologies. All cases of suspected bullying will be investigated by the Deputy Head (Pastoral) or other members of the leadership team as deemed necessary and parents are informed.

Many forms of school disputes between children are referred to as bullying when they are one-off cases and will be investigated and treated appropriately. Classroom teachers keep records of incidents and initially deal with the situation. If unresolved and escalation is necessary, the Deputy Head (Pastoral) is informed to discuss further strategies.

Bullying is not tolerated in the Preparatory School and all reported incidents are handled with appropriate action.

BUSES
There are bus services provided by Transperth and a dedicated school service is also available. Further information can be found on the school website (refer to *Travel to and from Christ Church* under ***CCGS World*** Quick Links).

CENTRE FOR EXCELLENCE
The **Centre for Excellence** at Christ Church Grammar School provides opportunities for enrichment of academically able students. We recognise that students' gifts and talents manifest in different ways and at different stages. For this reason, the Centre for Excellence has adopted an inclusive framework; all students are provided with an appropriately challenging curriculum within their classrooms and can access a range of co-curricular options that encourage them to develop their full potential.

More targeted programs are provided through the Centre for Excellence that ensure our students are challenged and given every opportunity to develop academically, socially and emotionally.

CODE OF CONDUCT – STUDENTS
The *Code of Conduct* assists students in understanding appropriate and inappropriate behaviours. Repeated inappropriate behaviours will attract a consequence that may involve reflections, letters of apology and being excluded from some activities. The School works closely with parents/guardians to ensure students understand their responsibilities as a Christ Church student.

CODE OF CONDUCT – PARENTS

The School is committed to developing positive relationships with every member of the community. We have a Parent Code of Conduct which provides a framework as to the conduct which can best assist your child to have a successful and positive experience at the School. It recognises that parents are the primary educators and first role models for our students.

For more information please go to the **Policies page on the website** and scroll down to our policies and procedures and familiarise yourself with the *Code of Conduct*.

Parent-run events

The Parents' Association and the School fully support parents and families socialising out of school hours. Any events that are **not classified as school events and in the school calendar** should not be booked or branded in the School's name.

The School's preference is for school uniform, sport and other, **not to be worn** on these occasions. We ask that parents monitor the behaviour of other parents and children attending these events to respect other members of the public and not bring the reputation of Christ Church Grammar School into question.

Below is an example of events that are not school events:

- Restaurant bookings
- Sporting team names
- Campsite bookings
- Outdoor event bookings
- Adventure Park bookings

CHAPEL

The students attend Chapel every fortnight on Friday from 8.30am. The service is held in our Anglican tradition and involves readings, prayers, reflections, hymns and messages supporting the importance of the values of the School.

CLASS PLACEMENT

The students have been placed in classes designed to balance academic and social and emotional needs. We respectfully ask that you do not request specific teachers for your son.

CO-CURRICULAR

An extensive range of co-curricular activities are available for your son to further his interests and abilities beyond the classroom. Co-curricular activities consist of Sport training (Years 5 and 6), Music Ensembles and Clubs.

Co-curricular activities provide further pastoral links, fostering relationships and collaboration between students in different classes and year groups.

Programs and after-school activities, which can vary from term to term, focus on stimulating young minds, developing problem-solving skills and fostering enterprise. Parents 'sign-up' for co-curricular clubs via Year Group Notices, Sport through Sport selections and Music Ensembles by contacting the Music Department directly.

Co-curricular activities begin in Week 2 of every term and finish in the second last week of the term.

COMMUNICATION

Diary

Students in Pre-Primary to Year 6 receive a school diary. Parents and guardians are asked to sign this each day. Your son's class teacher will write a comment in the diary once per week as well as check it daily.

Newsletters

The ***CCGS World*** enewsletter is published on Thursday each week. It is important that parents read the notices, particularly those relevant to their son's year level via the *CCGS World* icon and *Notices* icon on the **School App**.

A class newsletter is emailed to parents at the beginning of each week with details pertinent to their son's class.

Email

Parents can email their son's teachers, however please be aware that volumes of email can overwhelm teaching staff. Therefore, we encourage using this method of communication sparingly. Please note that teachers often do not have time to check and respond to emails during the day. Please allow 24 hours for a response.

Teacher meetings

There are two formal meetings arranged by the School. The first occurs at the end of Term 1 where teachers can inform parents of their son's progress. The second meeting takes place after Semester 1 reports and is organised through the Parent Portal. After each reporting cycle, parents/guardians have the opportunity to make an appointment with their son's teachers if necessary. Parents/guardians are able to request a meeting with their son's teacher concerning any matters regarding their son at a time that is suitable for both parties.

Change of contact details

It is critical that you advise the School of any change in parent/guardian contact details or emergency contacts as soon as possible.

Messages to students
Any messages that need to be provided to your son during the school day must be directed through the Preparatory School Office. If there is a change in pickup arrangements, contact must be made with the Preparatory School Office prior to 12.45pm and we will endeavour to pass the message onto your son. Please only call after lunch if there is an emergency. Please refrain from calling teachers directly during school hours.

CONSENT2GO

The health and wellbeing of every student at Christ Church is of paramount importance.

During the year parents/guardians will receive requests asking for the Health Record of their son to be checked and updated in **Consent2Go**, the School's online health record management platform. These requests generally occur prior to the students going on camp and when embarking on excursions. An updated Health Record ensures staff are aware of any recent changes to a student's health and can manage medical issues when off campus.

DAILY BULLETIN

A Daily Bulletin is sent out to all classrooms at the beginning of each day with reminders, special notes and any other relevant information for the students.

DROP OFF, PICK UP & PARKING WITHIN THE SCHOOL

Please be aware that parking in and around the campus is restricted. In order to keep traffic flowing and students safe, parents are requested to follow the School's guidelines for allocated drop off and pick up points.

All Pre-Kindergarten and Kindergarten students must be dropped off and picked up directly from their classroom by an authorised adult. If you would like to spend longer in the classrooms in the mornings we ask that you please park off campus and walk your son to his classroom.

Parents will be provided with an ELC specific laminated card with their son's family name for identification purposes. They should be visibly displayed on the dashboard of your vehicle at all times while on campus.

Access to the Yellow Dot bays for Kindergarten and Pre-Kindergarten
Designated parking bays exist for the families of our youngest students. 'Yellow Dot' parking is located in the car park closest to the Main Reception and should only be used by the Pre-Kindergarten and Kindergarten parents. **Please see map on page 14.**

A boom gate is utilised at the entrance to the Main Reception/Staff Car Park. Only Pre-Kindergarten and Kindergarten families will be able to pass through the gate from 2.15pm with the use of license plate recognition.

Drop off and pick up for Pre-Primary
Pre-Primary families use the roundabout for drop off and pick up — **please see map on page 14.** They will be greeted in the morning by one of our staff and escorted to their classroom. Similarly, at the end of the day their teacher will escort them to this designated area and assist each student into their authorised adult's car. Cars must only stop to drop off and pick up students and drivers must remain with their vehicle at all times. If you would like to escort your son to his classroom in the morning, we ask that you park off campus.

We request that parents enter the school campus at least five minutes after their son's published finishing time. This allows your son to go to his locker and make his way to the pick up location. Arriving earlier creates traffic congestion. Parking and traffic in and around the campus is a whole of school matter that requires a whole of school response.

EXCURSIONS

During the year students attend excursions related to their class learning. Teachers plan excursions thoroughly and assess all of the foreseeable risks in consultation with the Deputy Head (Pastoral). Parents/guardians are notified of any excursions and the requirements of students via Year Group Notices.

EXTREME WEATHER

In cases of extreme weather, which may include; heat, storms, heavy rain or gale winds, students will be directed by their teachers to implement the *Severe Weather Policy* guidelines. If the weather impacts break periods, students will be directed to an appropriate covered area to be supervised. If a school event is effected an SMS will be sent to parents/guardians.

FINAL ASSEMBLY AND PRIZE GIVING

The Final Assembly and Prize Giving occurs on the second last Friday of the year. All students from Years 3 to 6 are expected to attend. This ceremony is the formal conclusion to the academic year.

FOOD

Crunch 'n' Sip

Students will have a short break between Periods 1 and 2 to enjoy a piece of fruit/vegetable they have brought from home. We have found that there is a long gap between breakfast and recess and a Crunch 'n' Sip helps keep the students going.

Recess

The students have a 20-minute break at 10.40am. Recess is to be supplied from home and we encourage healthy food choices for all meals.

Lunch

Lunch can be brought from home or ordered from the School Canteen. The students have 10 minutes of allocated time to eat their food from 12.50pm to 1.00pm. The students are then able to play from 1.00pm to 1.30pm in the allocated play spaces for their year level.

Canteen

The students can order their lunch from the School Canteen via MyStudentAccount. The Canteen is cashless therefore all ordering takes place using MyStudentAccount.

HEALTH CENTRE

Christ Church is an Asthma Friendly and Allergy Aware school. Every effort is made to educate students to prevent the spread of infectious conditions such as colds, flu and head lice. Important health policies are located on our website under **About Us > Governance > Policies**.

Your son's health and immunisation records should be kept up-to-date via **Consent2Go**. It is your responsibility to inform the Health Centre staff of any changes as soon as possible.
If your son feels sick, please do not send him to school. Carefully assess and take him to your GP if necessary.

View Allergy Aware Policy
View Head Lice Policy

HOME STUDY

The Preparatory School has a home study approach. There is a great deal of information regarding the negative aspects of homework and the lack of efficacy of homework in the early years. We believe that there is a need to develop good work habits and that home study should be practising a small amount of what is done in class.

Below is a guide of what students are expected to complete each day over the week. It is imperative that students develop a rich appetite for literature by reading daily.

Pre-Primary	15 minutes (including reading)
Years 1 to 2	15 minutes
Years 3 to 4	20 minutes
Years 5 to 6	30 minutes

HOUSES

Each student in Pre-Kindergarten to Year 6 is allocated to one of four Houses; Karda – Goanna (gold), Wardung – Australian Raven (green), Kearla – Dolphin (light blue) or Yonga – Kangaroo (red), and remains in that House for the entirety of his schooling in the Preparatory School.

Each House has a co-ordinator, who is also a Preparatory School teacher. Throughout the year, the Houses participate in service and philanthropy activities and events. Students can also gain House points for various other challenges, activities, rewards and events.

House badges

Each student from Years 3 to 6 will be presented with a House badge. These badges are to be worn on the lapel of the School blazer.

KOORINGAL – OUTDOOR EDUCATION

Students begin the Outdoor Education Program in Year 4 with an orientation day at the school campsite, Kooringal, followed by camps in Years 5 and 6. Information regarding the Years 5 and 6 camps will be provided to parents/guardians by the class teacher.

Christ Church's Outdoor Education Program develops the character and skills of students.

Year 4

One day orientation offering bush activities, familiarisation of the site and team building exercises.

Year 5
The Year 5 Outdoor Education Program runs for three days, with students involved in a variety of activities including bushwalking, environmental awareness, camp-craft skills, rafting and camping.

Year 6
The Year 6 Outdoor Education Program runs for three days, with students participating in a variety of activities including bushwalking, environmental awareness, orienteering, canoeing and camping. They also cook one of their own evening meals on camping stoves.

LEARNING DEVELOPMENT CENTRE (LDC)

The Learning Development Centre supports students from Pre-Primary to Year 6. At the beginning of each year, parents will be informed if assessments and observations suggest that their son would benefit from inclusion in the LDC program. Throughout the year, students may also join or exit the LDC support programs as required. The support offered by the LDC includes small group lessons in English and Mathematics, and some students may also receive additional support working one-to-one with an adult. In addition, LDC staff work with classroom teachers to best support your son.

LIBRARY

The Preparatory School Library aims to develop a love of reading in all students.

Opening/borrowing times
Monday to Friday: 8.10am to 3.30pm, and lunch time daily

Lessons - Students have one library lesson per week. All students are required to have a Preparatory School Library bag which can be purchased from the Uniform Shop.

Loans - Most resources can be borrowed for two weeks.

Loan Limits – Kindergarten and Pre-Primary; one item, Year 1 and 2; two items, Year 3; three items and Years 4 to 6; six items.

Overdues - Parents will be notified by email each week if students have overdue items. If an item is overdue for four weeks, it will be charged to your son's school account.

Refunds - If an item is returned after your son's school account has been charged, refunds are possible if:

- a replacement copy has not yet been purchased; and
- the item is returned before the end of the school year during which the payment was made.

Friends of the Library and Archives (FOLA) – Parents volunteer to assist with shelving and book covering at different times of the week. A parent co-ordinator assists with the roster.

LITTLE QUEENSLEA DRIVE (LQD)

Little Queenslea Drive is a program for Year 4 students that complements the Phases of Learning and provides students with wonderful experiences to grow their participation, co-operation, collaboration, resilience and team membership.

As students enter Years 3 and 4, they transition from play-based learning into a learning phase characterised by choices and more structure. This move requires the development of different skills, knowledge and behaviours as the students start to think logically, make connections, consider things in more abstract terms and engage in activities for longer periods of time.

This overnight learning experience focuses largely on building relationships and skills. For further information, please refer to the School website under **Learning > Little Queenslea Drive - Year 4 Program**.

LOST PROPERTY

To avoid lost property, the most important factor is having every piece of uniform clearly name labelled and it is recommended that you rename each item at least twice during the year.

MOBILE PHONES AND SMARTWATCHES

If students require a mobile phone, it should be switched off during school hours. Smart watches, with limited features, are allowed if students are not disrupted during class.

MONEY

The School is a cashless campus. Students do not require money at school.

MOVIES

Teachers are able to show G or PG rated movies to students for educational purposes.

MUSIC

Classroom Music
Musical education is a very important part of life at Christ Church. The classroom program sees each student attend one music lesson per week in which students experience a range of activities from singing, dancing, instrument playing, composing and music technology.

Ensembles
In addition to the classroom lessons, all students have the opportunity to participate in Music Ensembles, which are run in conjunction with the school timetable. There are 12 ensembles to choose from which cater for a wide variety of musical interests and talent. For more information on Music in the Preparatory School, please refer to the school website under **Learning > Preparatory School > The Arts**.

Music lessons

Music lessons for a variety of instruments are available at Christ Church Grammar School. Preparatory School students are required to complete a form requesting tuition that is then signed by the class teacher and Learning Group Co-ordinator. Once permission has been granted, students begin lessons on a rotating timetable to ensure they never miss the same lesson each week. Students learning two instruments through school are given one lesson outside the academic timetable.

For more information, please contact Tahlia Denn, Music Administrative Assistant at musicadmin@ccgs.wa.edu.au.

Instrument hire

Students who take music lessons have the option to hire an instrument through the Music Library. Tuition books and music required for private lessons can also be accessed through the Music Library. For further information, please contact Tahlia Denn at musicadmin@ccgs.wa.edu.au.

Concerts and communication

With a large number of peripatetic staff involved in the ensemble program, communication is largely given through the daily bulletin, school website and email. There are several concerts throughout the year which provide opportunities for students in ensembles, and occasionally soloists, to perform and showcase their hard work and talent. For further information, please refer to the school website under **Learning > Preparatory School > The Arts.** Visit the **Music page on the School website**.

Bursaries

The Music Department offers eight music bursaries each year on selected instruments to students in Years 5 and 6 who have shown enthusiasm, willingness to learn, musical skill and dedication in classroom music lessons. The bursary is the financial equivalent to one 40-minute lesson per week with an instrumental tutor at Christ Church. Information regarding the bursaries is distributed by the Music Department early in the academic year.

PARENT CONCERNS

If you have a concern you are asked to first make contact with your son's class teacher. If you have further concerns of an academic nature please contact the Deputy Head (Studies). For pastoral matters please contact the Deputy Head (Pastoral).

PARENT NAME BADGES

The wearing of name badges by parents is a requirement at all times when on campus for student safety and easy recognition. Name badges are organised and supplied to new parents by the Parents' Association at the commencement of the year. Additional requests for name badges can be made to Communications & Engagement communication@ccgs.wa.edu.au.

PARENTS' ASSOCIATION (PA)

All parents are encouraged to join the Parents' Association. The Parents' Association was formed in May 1921 with the aim of supporting the greater school community while also providing an opportunity for parents to be more actively involved.

PA Year Group Representatives

Each year group is asked to provide one to four representatives to co-ordinate social functions for their class.

Email the Parents' Association at pa@ccgs.wa.edu.au for more information.

PARKING, DROP OFF AND PICK UP

There is no parking available to parents on campus. Alternate parking is available in various locations close to the School. More information can be found **on the School website**.

PASTORAL CARE

Pastoral care in the Preparatory School is overseen by the Deputy Head (Pastoral). The Deputy works closely with classroom teachers to implement and monitor pastoral care relating to specific circumstances and a student's needs. Parents should communicate any pastoral care concerns, in the first instance, to the classroom teacher who will then involve the Deputy as necessary.

PETER MOYES CENTRE (PMC)

The Peter Moyes Centre (PMC) caters for the individual learning and development of students with low to high support needs. Each student has a Documented Plan (DP), developed in collaboration with his parents and teachers. The DP outlines each student's educational program for the term and consists of goals relating to literacy, numeracy, fine and gross motor skills, social and emotional development and community access. Inclusion is promoted by encouraging students to participate in all general school activities such as Sport, Art, Drama, Music, assemblies, and attend mainstream classes wherever suitable. The overall mission of the PMC is to maximise each individual student's learning potential in a safe and supportive environment.

PROTECTIVE BEHAVIOURS

Students in Pre-Primary to Year 6 participate in the Protective Behaviours program which is an internationally acclaimed child abuse prevention and personal safety program. The focus is on safety awareness and resilience building. This assists children to recognise any situation where they feel worried or unsafe, such as feeling stressed, bullied or threatened and explores practical ways to keep safe and seek help. By including Protective Behaviours in the curriculum, teachers work in partnership with parents and caregivers to ensure that every child has the right to feel safe at all times.

PSYCHOLOGICAL AND COUNSELLING SERVICES

Services

- Early identification of learning and behavioural difficulties
- Consultation with School Administration, teachers and parents
- Collaboration with external mental health agencies/ professionals
- Implementation of school-based action plans to accommodate student needs

Counselling for individual students

- Collaboration with School Administration to set up and monitor student support systems
- Assist teachers in the development of individual education programs and individual behaviour management programs
- Assist the School in the appropriate educational placement of students
- Promote positive mental health through support to students identified as being 'at risk'

Support for students

The School's psychologists assist students who are having specific difficulty with reading, mathematics, writing, organisational skills or other school-related problems, and often make specific recommendations to the teacher, parent or School Administration.

Because of their training in child development, the school psychologists are able to evaluate and recommend appropriate remedial action or supportive programming for students who are not developing appropriate social skills.

The school psychologists are trained to identify mental health problems, which may impact on learning or educational performance. In addition, they are trained to integrate the health, learning, emotional and behavioural information in order to facilitate the student's adjustment to school.

Referrals

Referral to the School's educational psychologist initially comes from the teachers to the Deputy Head (Pastoral) or the Co-ordinator of the Learning Development Centre. Teachers will first discuss their concerns with parents and request permission to discuss the child with the Deputy Head (Pastoral) or the Co-ordinator of the Learning Development Centre.

The information is brought before the Pastoral Team which only refer to the psychologist when school-based intervention plans have exhausted their efficacy, and a higher-level intervention is warranted.

SCHOOL APP

Christ Church Grammar School has an App providing parents with access to the CCGS World weekly enewsletter, Year Group Notices, absentees, calendar, sporting fixtures and more.

The School App is available for Apple and Android devices. Scan the QR code with your phone camera to download the App.

Download on the App Store

GET IT ON Google Play

SCHOOL HYMN

Lead us O Lord,
Your pure clear light
Shall guide our steps to set them a-right.
Though the darkness swirl around the one true way,
Your word shall lead us higher to meet the dawning day.

Joy sings O Lord in every heart
As friendship plays its God-given part.
May our friendship show the love that lives in You.
Make happy all fellowship working to make life strong and true.

Thank you O Lord for bright lives past
That prove Your love has power to last.
Steady may they shine in days when hope is low,
And kindle our courage to serve You with a fiery glow.

Come with us Lord, put out Your hand
To point the path when doubt clouds the land.
'Deus Dux Doctrina Lux' shall lead us clear.
Our lives shall share Your glory with You ever near.

SCHOOL RULES

Playground rules

- hands off at all times (tackling, pushing etc. are not permitted)
- a hat is required when outside or student will be directed to the shade area
- eating on the oval is not permitted
- play safely at all times
- students are to walk under the verandahs at all times
- students are to be supervised at all times and not left unattended in classrooms
- students must leave the oval as soon as the bell sounds

SCHOOL WIDE POSITIVE BEHAVIOUR SUPPORT

The School Wide Positive Behaviour Support (SWPBS) framework is one of the tools utilised by the Preparatory School to support the social and academic learning of all students.

This approach is based on the belief that relationships are the foundation for social and academic achievement, student achievement is maximised when staff develop positive classroom cultures that promote and exemplify positive student behaviour and interactions, making students feel that they are both cared for and supported to succeed.

Through the SWPBS, students from Pre-Primary to Year 6 focus on the development of core values and learn about what these values look like in their day to day behaviours and interactions. Students discover ways to display these values and are recognised in class with immediate rewards and House Points.

SWPBS encompasses values including; Care and Compassion, Respect, Integrity, and Excellence. It complements the School's existing Code of Conduct, Resilience, Rights and Respectful Relationships program, Pastoral care model, fortnightly Health and Wellbeing classes, Religious education and Vertical House Groups (VHG).

SIGNING IN AND OUT

When students need to leave campus during the day they must be signed out by an adult. When the students return or are late, they must sign themselves in at Preparatory School Reception.

SPECIALISTS

Physical Education

Physical Education is broken into two segments in the Preparatory School and is taught three periods per fortnight:

Pre-Kindergarten to Year 3

In the early years, there is a focus on fostering a love of physical activity. There is a strong emphasis on play, with fundamental motor skills highlighted. During Term 4, extensive swimming lessons are provided for all students.

Years 4 to 6

In the later years of the Preparatory School, the focus shifts to utilising game sense to strengthen and reinforce skill development in game scenarios. Experiences are provided to aid in developing sportsmanship, teamwork and fitness.

Music (refer to Music section on page 8)

Drama and Dance

In Drama and Dance, students have the freedom to choose, express, act, say, and simply just to be. The students are immersed in an environment that is fun and safe whilst engaging their senses in both cognitive and physical ways.

Year 6 production

A yearly production is performed by Year 6 students at the end of Term 3 with auditions at the end of Term 2. All Year 6 students have an opportunity to audition. Students should cater their audition pieces to best suit the character they wish to play. Depending on the production, auditions usually comprise of a short one-minute monologue and a one-minute song of their choice. Audition songs can be performed either with a backing track or acapella.

Art

Art at Christ Church offers studio practice in the areas of drawing, printmaking, painting, sculpture, ceramics, technology and textiles.

Involvement in Visual Arts can extend beyond scheduled lesson time in the form of workshops, incursions, visits to galleries, collaborative projects with the Senior School, Week of the Arts in Term 3, the annual Preparatory School Art Exhibition, and a comprehensive Artist-in-Residence program.

Mandarin

The study of languages offers students a rich and challenging experience whereby they can engage with and participate in the linguistic and cultural diversity of the globalised world. Students will develop their knowledge, skills and understanding of Chinese through the lively and fun program. A range of opportunities are offered to immerse students in Chinese culture such as celebrating Chinese New Year, making Chinese dumplings, learning Chinese Kung Fu, having Yum Cha, making kites etc.

Library (refer to Library section on page 8)

Innovation
In Years 1 and 2, students have Innovation lessons once every fortnight, with students in Years 3 to 6 having lessons once per week. Innovation lessons at Christ Church expose students to topics within both the Design and Digital Technologies curriculums. Content includes coding, 3D printing, LEGO construction, media design concepts and practical construction while working through the design process. These lessons are taught by both the classroom teacher and the Leader of Innovative Technologies with many projects integrating into the curriculum.

SPORT

House Carnivals
Years 3 to 6 students are involved in the major sport carnivals:

Cross Country (Term 1)
Athletics (Term 2)
Swimming (Term 4)

Junior Public Schools' Sport Association (JPSSA)
The JPSSA is the sports body (made up of the seven PSA schools) that run the inter-school program. Major sports carnivals are run in Terms 1, 2 and 3 for all Years 3 to 6 students.

JPSSA Weekly Sport
Christ Church compete against the other six PSA schools in weekly fixtures, off campus, each Thursday from 1.00pm. Training is compulsory for all inter-school sports and is conducted at the School. These fixtures are for all Year 5 and 6 students.

Summer Sports (Terms 1 and 4) include; Basketball, Cricket, Tennis, Water Polo and Volleyball.

Winter Sport (Terms 2 and 3) include; Australian Rules Football, Hockey, Rugby and Soccer.

Mouth guards
Please refer to the school website under **About us > Governance > Policies > Sport Policies** for information concerning mouth guard use.

Years 3 and 4 Sport
The Year 4 Sport program at Christ Church gives students an opportunity to learn and participate in a variety of sports, as well as compete against other schools from within the JPSSA.

Sports are introduced and practised at Christ Church before culminating in a round-robin carnival. This provides students a chance to demonstrate their new skills, along with providing a foundation for Years 5 and 6 inter-school sport.

Please refer to the school website under **CCGS World > Sport** (under Quick Links) or the 'Sport' icon on the School App for up-to-date information regarding Preparatory School Sport.

START OF YEAR

What to bring
Students need to attend the first day in summer uniform, with fruit break, recess and lunch (organised) and a library book bag.

Parent Information Evening
The Parent Information Evening is held during the first week of school, in the School Chapel. The Principal and Head of Preparatory School speak to parents about the direction of the School and priorities for the year. All parents are invited to attend. Following the Chapel session, parents return to their son's class to hear from his teacher about the logistics of the class and program.

STATIONERY

All stationery required is inclusive of the comprehensive school fee. Students are asked to replace stationery that they misplace throughout the year.

STUDENT LEADERSHIP

Preparatory School Captain
The Preparatory School Captain is elected by the Year 6 cohort, from nominations put forward by each House Co-ordinator. A new School Captain is appointed for each term.

House Captains and Chapel Captain
All students in Year 6 can nominate to be a House Captain and a Chapel Captain. All nominations are then voted on by the Year 6 cohort and two captains from each House plus two Chapel Captains are elected. The House and Chapel Captains are appointed for one term.

Class Captains
Each class elects two Class Captains who assist with the everyday running of the class. The students are asked to present to their peers why they are the best suited for the role. No offers of gifts or out of school endorsements are allowed. The Class Captains are appointed for one term.

SUN SAFE

Students need to wear a wide brimmed hat when doing all outdoor activities, except aquatic activities. Students are required to apply sun screen before they come to school and re-apply throughout the day.

TECHNOLOGY

Christ Church provides individual iPads throughout the Preparatory School. These devices are used as a learning tool and do not detract from the importance of developing handwriting skills. Technology is a significant part of the lives of many of our students and they are taught to use it appropriately. In the Prep School, the *Acceptable Use Policy* needs to be agreed upon each time the student logs onto their iPad. Issues of misuse are reported to the Director of Pastoral Care, Planning and Co-curricular (Deputy Head) where consequences are linked to the *Managing Student Behaviour Policy* and may result in the device being withdrawn for a period of time.

UNCOLLECTED STUDENTS

A staff member is on after-school duty until 3.30pm each day. Students who are not collected by that time will be brought to the Preparatory School Office and their parents contacted. Students attending co-curricular clubs who are not collected may be excluded from the club.

UNIFORM AND APPEARANCE

As uniforms are a reflection of each student and the School, students are required to wear all parts of their uniform correctly and with pride. Uniforms should be free of holes, rips, frays, have all buttons intact and be clean on the arrival to school. Top buttons on shirts are to be done up, ties worn correctly, shirts tucked in (apart from while playing during breaks), laces tied and shoes polished. If students are not dressed in the correct uniform for excursions or sporting events, exclusion from the event may result. All items of clothing need to be clearly named.

Uniform – Pre-Kindergarten to Year 2

Preparatory sport polo
Navy PE shorts
White sports socks
Bumblebee top
Navy tracksuit pants
Fleecy lined vest
Sports shoes (preferably Velcro)
Wide brim school hat

Summer uniform - Years 3 to 6

Navy and white striped shirt
Navy school shorts
Navy school jumper (optional)
Navy school socks
Black polishable lace-up shoes
Wide brim school hat

Winter uniform - Years 3 to 6

Navy and white striped shirt
Grey school shorts
School tie
Navy school jumper (optional)
Navy school socks
Black polishable lace-up shoes
Wide brim school hat

Formals on Fridays (except Term 1)

White long-sleeved shirt
School blazer
Grey school shorts
School tie
Navy school jumper (optional)
Navy school socks
Black polishable lace-up shoes
Wide brim school hat

Sport and Physical Education uniform

School tracksuit (top and pants)
School polo shirt
Navy PE shorts
White sport socks
House polo shirt
School racing bathers
Sports shoes
Rash-top for aquatics
Wide brim school hat

Hair

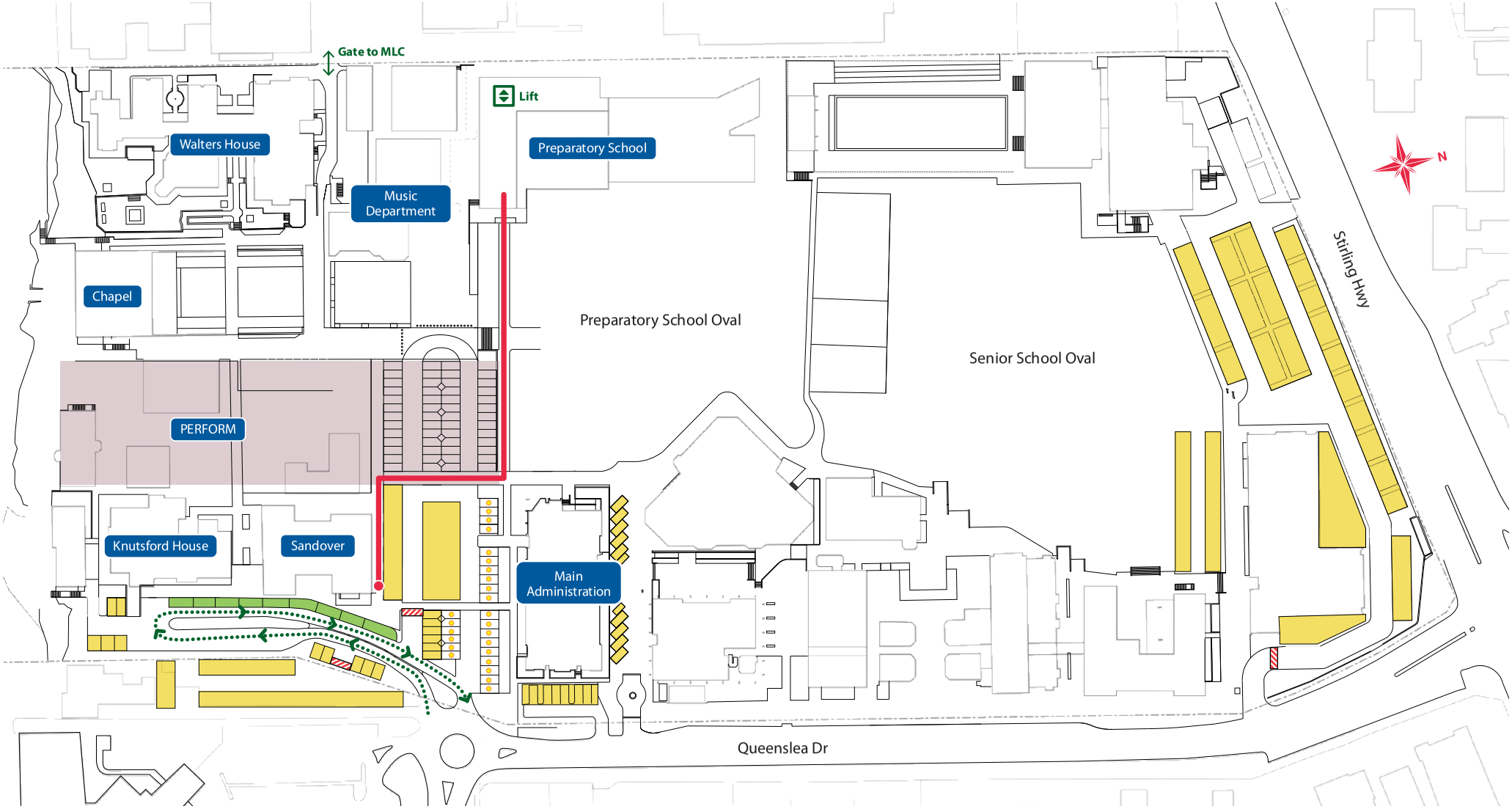
Hair should be maintained at a length following these guidelines; above the eyebrows, ears and collar. Classroom teachers will monitor hair length and communicate with parents in the first instance should this need attention. Hair styling should be conservative with no shaved-out patterns, colour or other extreme trends.

VERTICAL HOUSE GROUP

On selected Fridays, students from Years 2 to 6, within their House will meet and share in activities and team building games. This provides the students with the opportunity to build relationships with staff and students in other year levels.

VISITORS AND VOLUNTEERS

If you are visiting or volunteering at the School you must first sign in at the Preparatory School Office. Volunteers are asked to complete a volunteer package and return it to the Preparatory School Office. Parents volunteering at the School do not have to complete a Working with Children Check, as per legislation.



Campus zones

Christ Church Grammar School

LEGEND

- Pre-K and K parent parking
- Visitor parking by appointment
- Pick-up and drop-off student waiting area for Pre-Primary to Year 6 students only
- Pick-up and drop-off driving route for Pre-Primary to Year 6 students only
- Walking route to Preparatory School
- Staff parking
- Boom gates
- PERFORM construction site

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Christ Church Grammar School
PERTH, WESTERN AUSTRALIA

Building good men

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