



ST. EMILIE'S CATHOLIC PRIMARY SCHOOL



PARENT INFORMATION BOOKLET

2014

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Educational Philosophy

Here at St Emilie's we believe that our children are precious and unique individuals, made in the image and likeness of our most wonderful God. This belief drives our philosophy that a child's opportunity to learn must be respected and valued at all times. The staff here at St Emilie's use teaching and learning strategies that align with a developmental approach. In other words, we respect and value that children learn in different ways and that learning expectations and opportunities may need to be modified at different stages of development. We spend time getting to know our students well and identify their particular strengths and challenges, so that we can best meet their physical, spiritual, emotional, social and intellectual needs.

Enrolment Policy

An *Application for Enrolment Form* needs to be completed for each child seeking a place at St Emilie's Catholic Primary School. Accompanying the application form must be a copy of the child's birth certificate, baptismal certificate, immunisation records (a photocopy is sufficient) and a Parish Priest Reference. **Please note that if your child is not an Australian Citizen the school is required to record Visa details to enable the school to be eligible for possible funding. Following the processing of the application for enrolment form by the Administration Officer, the parents are contacted and invited to attend an interview with the school Principal before a confirmed place at the school is offered.**

Interviews for the next year's intake take place in May/June of the preceding year. However, late applications for enrolment continue to be held so that parents can be contacted, should any places become available. Preference for enrolments will be given in the following order:

- A. Catholic students from the Parish with a Parish Priest reference.
- B. Catholic students from outside the Parish with a Parish Priest reference.
- C. Other Catholic students.
- D. Siblings of Non-Catholic students.
- E. Non-Catholic students from other Christian denominations.
- F. Other Non-Catholic students.

Parental Involvement in School

Parents are strongly encouraged to involve themselves in all aspects of school life and to become familiar with and support our whole school policies and class and community functions. Parents will be invited to assist in classrooms and help out at excursions when required. By being generous with your time, gifts and talents, children will benefit enormously and in turn our whole school will continue to flourish. Parents will be encouraged to provide constructive feedback at various times throughout the year and to be involved in the future direction of our school. You are invited to use these opportunities to assist us in maintaining a school that continues to meet the many and varied needs of our children and the whole school community. Parents are also strongly encouraged to become a part of the **Parents & Friends Committee** or at the very least, to actively support their initiatives by volunteering practical help at various fundraisers, community gatherings, busy bees and so on. If you possess specific skills that may be of benefit to our School Board, please register your interest with a member of the Leadership Team or Board executive and perhaps consider joining us at Board level at some point in your time here at St Emilie's.

The weekly newsletter has now been incorporated into our school website which is one of the most important vehicles for home/school communication. All families are asked to refer to the website each week and to note important dates on your calendar and in your diaries.

The P&F meet 6.30pm Monday of Week 3 and 9.00am Wednesday of Week 7. The School Board meet 6.30pm Monday of Week 4 and Week 8 each term. Reminder times and dates (or any change to a meeting date) are advertised via the newsletter and Parent Term Planners.

Parent-School Communication

Parents are expected to acquaint themselves with their children's educational program through:

1. **Parent Information Evening.** This is conducted early in Term 1 each year. Class teachers will discuss their program, share expectations and outline areas where you can assist at home. The Leadership Team also present some 'big picture' information to the whole school.
2. **Three Way Interviews** are conducted mid-term each term for Years 1-6. These are lead by the children, with the support of the teacher and gives an opportunity for them to show their progress over time to a significant family member – this includes extended family members such as grandparents, if a parent is unavailable. Dates are advertised in the newsletters leading up to the interviews.
3. **Two Way Interviews** – Kindy–Year 6 parents are able to organise a two-way meeting with the teacher throughout the year as required.
4. **Formal Two-way PP Meetings** – held early in Term 2 and late Term 3.
5. **Formal Reports** in Years 1-6 are sent out to parents at the end of Term 2 & 4.
6. **Appointments** - discussion with a class teacher through appointments is an effective way of learning about your child's progress. It is advisable to make an after school appointment by contacting the office or communicating directly with the class teacher via email.
7. **Newsletter** – The newsletter keeps parents informed of what is going on at St Emilie's on a weekly basis. Any changes to the school calendar dates and dates of approaching events are also posted. It is essential that all parents read newsletters to stay well informed and to allow for good communication between home and school.
8. **Assemblies** give children an opportunity to showcase some of the learning that they have been involved in and they also provide them with a valuable opportunity to speak/ perform in front of an audience.
9. **Email:** Every staff member is contactable by email; for catholic schools the email address follows a pattern. This is the surname followed by first name and then @cathednet.wa.edu.au. eg surname.firstname@cathednet.wa.edu.au. Communications of a general nature can be sent to admin@stemiliescps.wa.edu.au. Parents are reminded to use emails only when necessary; to keep them **short and to the point** and to maintain a respectful tone throughout. Issues of an important nature, or that require more than a short response, should be discussed face to face in a parent teacher meeting.
10. **Communication Books.** Some teachers establish a two-way communication book/diary system – particularly in the junior years.
11. **The school web site** is now a 'one stop shop' for school/class news, events, photos, term planners, master copies of permission notes, absentee notes, enrolment forms, links to parent articles and so on. www.stemiliescps.wa.edu.au.
12. **The School LED Sign** : the new school sign is yet another way of keeping the community informed of daily events and reminders.

School Day

Kindergarten

Children attend 3 sessions per week which are delivered in a three day format for both Blue Group Mondays, Tuesdays & Thursdays or Gold Group Tuesdays, Wednesdays & Fridays: 8.40am – 2.45pm. Children are to be delivered to the classroom by their parent anytime **after 8.30am** and collected between 2.45pm and 3.00pm. To avoid car park congestion **2.45pm** is the preferred pick up time.

Pre-Primary to Year 6

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|----------|-------------------------------|
| 8.30 am | Children delivered to school |
| 8.40 am | School commences |
| 10.30 am | Morning recess |
| 10.50 am | Classes resume |
| 12.30 pm | Lunch |
| 1.10 pm | Classes resume |
| 3.00 pm | Year 1 – 6 children dismissed |

Pre Primary children are to be collected from their classrooms as close to **2.45pm** as possible and no later than 3.00pm to assist with freeing up the car park. **Please note that children MUST NOT BE DROPPED OFF AT SCHOOL PRIOR TO 8.30AM AS THERE IS NO TEACHER SUPERVISION PRIOR TO THIS TIME.**

Car Park

There are 60 car park bays available for 90 – 120 Kindy/Pre-Primary parents who are all attempting to park and pick up or drop off their child. It is therefore very important that parents do not linger in the Car Park as other parents will need your parking spot. To assist with traffic flow out of the school car park, parents must **only turn left into Amherst Road** and use the Fraser Road round-a-bout to head in an Easterly direction down Amherst Road.

A good idea for families who do not have a K or PP child is to time your pick up for a little later than 3:00 pm. The end of the school day bell is rung at 3.00pm. Your child needs time to pack up and get out to the Car Park (if Year 1 - 6). Children are supervised until 3:15pm on the Car Park verge by teachers on duty (Years 1 - 6).

Children in Years 2 - 6 can also use the rear exit gate that leads onto Anchorage Loop. Parents are requested to park with the passenger side door on the side of the road closest to the school. This will mean that children will be able to open the car door safely and not have to cross the road to get to their parents car. Children will sit on the bench outside the Year 2G classroom with the duty teacher and walk to the car once their parent has safely parked.) Please note this 'back entry' to the school is only open from **8.30am – 9.00am** and again from **2.50pm until 3.15pm**, for security purposes.

Please remember to use the **centre pathway of the Car Park** and cross over down by the Administration Building; this way cars driving through the Car Park are keeping an eye out for children crossing.

In summary, please **show respect** for one another in the carpark, exercise patience and remember that these rules are in place to establish a **safe entry and exit** from the school grounds for yourself and your child. Should a grandparent or guardian be picking up your child, please clearly inform them as to what the procedures are prior to them arriving to keep the drive through system working smoothly, thank you.

Term Dates 2014 (including Pupil Free Days)

Term One-Monday 3rd Feb – Wednesday 9th April (Labor Day Public Holiday is Monday 3 March)
Thursday 10 April & Friday 11th April are Pupil Free days. Please note that Easter & ANZAC Day fall within the holiday break.

Term Two – Monday 28 April - Friday 4 July (WA Day Public Holiday is Monday 4 June)
Tuesday 3 June is a Pupil Free Day

Term Three – Monday 21 July to Thursday 25 September
Monday 1 September, Tuesday 2 September & Friday 26 September are Pupil Free Days

Term Four – Monday 13 October to Friday 12 December

School Fees

The School Board in conjunction with the Catholic Education Office have set the school fees for 2014. This year, as outlined at the AGM, St Emilie's Catholic Primary School fees will be issued in Term 1, 2 and 3 only. All accounts need to be settled **by the end of Term 3**. Direct debit arrangements will continue as normal. If a family is experiencing financial hardship and needs an extension or an alternative plan for payment, they are required to contact the office and make an appointment to meet the Principal and

Financial Officer as soon as possible. Any family in arrears will be contacted so a payment plan can be arranged.

School Fees for 2014 are:

Pre-Primary to Year 6 Tuition fee is \$1086.00 per student. Amenities fee is \$300.00 per student, Music per student from Years 1 - 6 is \$132.00. Building levy per family is \$219.00. ICT/PMP levy per family is \$165.00. P&F Levy per family is \$81.00. Total annual fee for 1 child is \$1,848.00 (Years 1 – 6) and for 1 Pre-Primary student is \$1,851.00.

There is a 20% discount for your second child and a 40% discount for your third child, applicable to the tuition fees only. There is no tuition fee charged for the fourth or subsequent children.

Kindergarten Tuition fee is \$585.00 per student. Amenities fee is \$300.00 per student. ICT/PMP Levy per family is \$165.00. Building Levy per family is \$219.00. P&F Levy per family is \$81.00. Parenting book is \$12.00. There is a 20% discount for your second child and a 40% discount for your third child, applicable to the tuition fees only. There is no tuition fee charged for the fourth or subsequent children.

Total annual fee for Kindergarten is \$1,362.00. This fee is irrespective of the number of sessions your child attends. The fees are reviewed annually by the School Board and the quoted fee is only for the year 2014.

All parents who choose to send their children to Catholic Schools are expected to contribute financially to the education of their children. This expectation is tempered by personal circumstances and special needs. If you consider that meeting these fees may result in extreme hardship to your family, you are invited to make an appointment to negotiate alternative arrangements with the School Principal.

A **Direct Debit** service is offered through the CDF (Catholic Development Fund). There is no additional charge for this service. This is very easy to organise and simply requires you to make arrangements with the School Finance Officer (Mrs Gillian Norris), to assist you in arranging a payment schedule. Please note that entering an end date on the form is optional as some families prefer to keep deductions going through the holidays. **Bpay** payment option is also available; the Biller Code is printed on your fee statement.

Healthcare Card Tuition Fee Discount Scheme

The Catholic Education Commission of Western Australia has made the decision to extend the fee discount scheme to include holders of a Pensioner Concession Card (must have PPS, Parenting Payment Single on the card) as well as the previously eligible holders of Health Care Cards (held in the parent's name, **not the child's**). Please note this discount scheme applies only to the tuition component of the fees. If you think you are eligible you may either contact the school office on 9256 9696 or contact the free information line on 1800 213 143.

Religious Education

The school RE program is based on the units of work as developed by the Religious Education Curriculum section of the WA Catholic Education Office. Religious Education is programmed for half an hour per day. The Sacramental program is coordinated by the Parish Priest and his delegates. Please contact Fr Chien on 94565130 (or the Parish Sacramental Coordinator Mrs Lyn Harkins on 9451 7093) to sign onto preparation for the sacraments of Reconciliation, Eucharist and Confirmation. Parents are an integral part of this preparation. The Sacramental program is a Parish Based - School Supported one.

Class Requirements

Children will need their own school bag and a library bag which can be purchased through the front office. From Year 1-6, school named products of a School bag, School hat and Library bag are compulsory. Kindy to 6 children have a separate booklist available from the office in Term 4.

Photographs

Every year parents will be given the opportunity to purchase class and individual photographs. This service will be provided as a service to the school by outside photographers. This year school photos are to be held on **Monday 10 and Tuesday 11 March**. Please make a note of these dates in your diary.

Permission to use Photographs in Publications

As an accurate way of recording information about your child a digital photo may be taken in the classroom environment and kept as part of the teacher's records, mainly for reporting purposes. However, throughout the year your child will participate in other cultural, sporting or special events. Often, the school will have requests for the Catholic Circular or local newspapers to use children for a story about the school or simply to showcase some of the wonderful experiences they have undertaken. We understand some of the concerns parents might have about a photo of their child being used, mainly when there are custody issues or the like. Schools are required to store parental permission for a digital image to be used for these 'extra' purposes. A form for this purpose is sent home and you are asked to sign this. We will continue to endeavour to the best of our ability, to ensure that your wishes in regard to this matter are carried out.

Permission for school to use a Digital Image of Students

As part of the school's publicity activities there may, on occasion, arise the situation whereby St Emilie's Catholic Primary School, Catholic Education Office (CEO) or local media will need to take photographs and/or video footage of your child/children for publication in newspapers, school documents, CEO documents, training videos and/or the St Emilie's/CEO website. It is part of St Emilie's Policy that we will not release children's names to any media organisation for individual or group shots that are taken without parent permission. A separate form will be sent home for parents to sign and return to school either giving or not giving permission for the use of their son's/daughter's photo/image in school publications. Permission notes will be kept for the duration of the time that the child is at St Emilie's Catholic Primary School. Parents can update the information on the permission form at any time.

Sport

In Year 1-3 the children wear their 'everyday' school uniform for all activities. On their Specialist PE day **all children from Year 1 to 6** wear their new House Sport top. From Year 4 onwards, there is a separate sports uniform, for class sport.

Allergy Aware

St. Emilie's is an **ALLERGY AWARE** school therefore we ask all parents to be mindful not to send any nut products in their children's lunch box, this includes peanut paste and Nutella. Severe allergies can be potentially life threatening so we appreciate your care and consideration when making lunchbox choices and educating yourself about allergies. This is critical in Kindy and Pre-Primary as the children are often a lot more tactile with their play. If at any time you are aware, or become aware of your child experiencing an allergic reaction or an anaphylactic reaction you must notify the school immediately so that important procedures can be established. We also have the situation where some children are allergic to milk products and to fish. To assist with the management of this, children are not permitted to 'share' or swap food with another child.

Health and Nutrition

St Emilie's promotes healthy eating choices and as a result we ask that parents please give careful consideration to what is packed in your child's lunchbox. Children should only bring **water** to school. Please do not pack foods that do not sustain your child's energy levels throughout the day such as - lollies, chips, etc. Aim to provide your child with a well-balanced, healthy recess/lunch with the minimum of packaging.

There are loads of good ideas on the internet. The healthy diet your child has today, paves the way for lasting health into adulthood.

Birthdays

Birthdays will be celebrated simply here at school within the classroom and at assembly. Children do not need food treats or other party favours to celebrate their birthday here at school. Parents are reminded to save 'treats' for home celebrations.

School Medication

Administration of Medication

While we have a duty to assist parents in providing the best care for children with a special medical need the legal ramifications and high expectation of timely delivery in a busy work environment is a challenging one. In general terms, if a child is sick they should be at home. The following general principles also apply:

- 1 Children with an ongoing medical condition need to be clearly identified and requirements met as far as is practicable eg asthma, diabetes, epilepsy, severe allergic reactions.
- 2 Children requiring short term medical treatment with prescription medication will also have special arrangements.
- 3 The supply of non-prescription medication eg anti-histamines will only be allowed on a case-by-case basis.
- 4 The supply of pain relievers, cough medicines and throat soothers **will not be undertaken**.
- 5 **Parents will be encouraged to administer medications to their own child wherever practicable** and possible. The administration of medication by school personnel to children is undertaken only when there is **no practical alternative** or **in an emergency situation** eg epipen for bee stings.
- 6 Children are encouraged to have a roll-on sunscreen in their school bag and can reapply the sunscreen at any play break.

Procedures

- 1 Children with an on-going medical condition.
 - a) Parents must inform the school of the specific medical needs of their child. The Administration of Medication Form long-term (AMFlt) must be completed by the parent/guardian. A letter from the doctor detailing what medication should be administered and under what conditions must be completed. Both these forms and the medication are located at the reception desk in a locked drawer. The children requiring medication will come to the Administration building where the Administration Officer will distribute the required medication. A phone call will be placed to the Kindergarten/Pre-Primary building for children who may forget to arrive for their medication. The intercom system will be used for children in years 1-6.
 - b) Children who need access to their medication during the day eg asthma, diabetes etc will need to have this noted on their AMF form so the school is aware of medication that may be in school bags or around the school.
2. Children with the need for **short-term** prescription medicines
 - a) Parents must complete an Administration Medication Form short term (AMFst) before administration of the medicine can commence. An end date is calculated and recorded on the form and noted on the office Outlook program.
 - b) Medications will be stored at the reception in the staff refrigerator or in a locked cabinet and administered by the Administration Officer.

3. Requests for the administration of **non-prescription medication**
Parents must complete an Administration Medication Form for non-prescription medication (AMFnp), these are administered on a case by case basis.

Medical Emergency Procedures

1. Identification of children with high probability of medical emergency, (Medic-Alert).
Children who are identified as being in the medic-alert category will have (with prior parent permission) **an identifying photo in the duty bag** and on the staff notice board. The parent of each identified child will have completed a Medic-alert form detailing what procedures they would like followed in the case of an attack or an emergency.
2. When there has been no identification of a previous condition then an ambulance will be called and the emergency contact phone number will be used. This action might be undertaken, for example, in the case of seizures occurring, laboured breathing, complaints of severe pain or non-specific bleeding. Please note that it is important to keep the school informed as to any changes to your phone numbers and address' in case an emergency should arise.

Uniform Policy

Please refer to the St Emilie's Uniform Policy (on school website).

Uniforms

All items stated below are compulsory from Semester 2, 2014.

Junior/Senior - Years 1 to 6 [Summer]

1. Navy Blue Logo Shirts
2. Navy Blue Button Skorts
3. Navy Blue Spandex Shorts (Boys Years 1 – 3)
4. Navy Blue Cotton Shorts (Boys Year 4 – 6)
5. White high ankle socks
6. Black shoes (*Velcro/ Lace up*)

Junior School - Years 1 to 3 [Winter]

1. Navy Blue Logo Shirt
2. Navy Blue Long Cotton Spandex Pants
3. Navy Blue Logo Jacket

Senior School - Years 4 to 6 [Winter]

1. Navy Blue Trousers
2. Navy Blue Logo Polo Shirts
3. Navy Blue Logo Jacket

Sports – Years 1 to 3

1. House Shirts (MacKillop/DeVialar/Gannon/Mazenod)

Sports – Years 4 to 6

1. House Shirts (MacKillop/DeVialar/Gannon/Mazenod)
2. Sports Shirts
3. Sports Shorts (Years 4-6)
4. Sports Bag / Excursion Bag (Years 4-6)

School hat/library bag/school bag Year 1 - Year 6

Class Excursion – Uniform

The uniform required for that day's excursion will always be detailed on the permission note.

Ordering/Purchasing Uniforms

Uniform orders may be placed at any time. Uniforms may be tried for sizing on the days that the shop is open. Currently the shop is open Tuesday 2.30pm – 3.30pm and Thursday 2.30pm – 3.30pm. All orders will

be filled as soon as possible however if stock is unavailable the waiting period may be up to ten weeks. Payment for all orders needs to be received before any items are sent home. Order forms can be obtained from the Office or school website. In addition to being able to pay at the Uniform Shop or at the front office directly, payment can also be made by placing monies in a clearly labeled and sealed envelope which will be sent to the office via the class note bag.

Uniform Exemption Note

A proforma can be found on the school website.

Absentees

If your child is going to be absent, you are asked to contact the Office by 9.30am. You are required **by law** to send a signed absentee note. Verbal notification to the school office is not sufficient. An email is acceptable as long as the following details are included: date, reason for absence, child's name, child's class, parent name.

Parents are asked to phone the Office if your child is not going to be attended Please note, legally your child is registered as absent unless a 'late note' is presented with the student. As school begins at **8.40am** all lateness is recorded on the attendance register by that time. We thank you for your co-operation in making sure your child **is punctual every day**. Suggested format:

Proformas for both an ABSENTEE DAY and LATE NOTE can be found on the school website.

Before and After School Care

OSHClub is a high quality Before Care and After School Care, facility for St Emilie's children in the multi-purpose area of our new School/Parish Hall.

6.45am – 8.45am 2.30pm – 6.00pm

The service can be accessed on a 'one-off' basis, by term or the year. Most families will receive a 50% Tax Rebate on the fees for this service as it is not means tested.

Mobile Phones and Students

Students **are not permitted to have a mobile phone at school** unless their parents have met to discuss the extenuating need for a phone with the Principal/ member of the Leadership team and signed a School **Mobile Phone Policy**. Any mobile phone brought by a student with a signed policy, is to remain with the teacher during school hours.

SHARED VISION

St Emilie's Catholic Primary School promotes life-long learning in a safe and nurturing environment for students, parents, and staff. We are building upon the example of how Jesus lived using the Fruits of the Holy Spirit to "Grow in Grace", both as individuals and for the common good of all.

The school community works together to demonstrate a consistent message of striving for excellence in all that we do. We believe that children learn in different ways and therefore provide a diverse range of learning opportunities. We teach strategies that assist children to take responsibility for their actions, make decisions and respond appropriately.

OUR CORE VALUES

- We will respect each other.
- We will strive for excellence in all we do.
- We will build emotional well-being.
- We will provide a safe and nurturing environment.

Further Information

We hope this booklet has given you some practical and useful information about St Emilie's Catholic Primary School.

A good school is a place where all stakeholders work together toward shared goals. We look forward to working in partnership with you to provide a quality environment in which your children can learn, grow and flourish.

The school Principal, Mrs Tania Thuijs and/or the Assistant Principals Mr Stuart Munro and Mrs Anne Aquino are available to answer any further questions you might have. If you wish to speak with them or make an appointment, please ring the school office on 9256 9696.

Leadership Team Email Contact:

Mrs Tania Thuijs – Principal
Mr Stuart Munro - Assistant Principal
Mrs Anne Aquino - Assistant Principal

thuijs.tania@cathednet.wa.edu.au
munro.stuart@cathednet.wa.edu.au
aquino.anne@cathednet.wa.edu.au



*Education is not the filling of a pail,
but the lighting of a fire.*

William Butler Yeats

| Staff List 2014 | |
|---|------------------------------|
| <i>Kindy BLUE Teacher</i> | <i>Julie-Anne Fleming</i> |
| <i>Kindy BLUE Teacher Assistant</i> | <i>Juliana Chen</i> |
| <i>Kindy BLUE Teacher Assistant</i> | <i>Georgena Van Schreven</i> |
| <i>Kindy GOLD Teacher</i> | <i>Tracey Poinen</i> |
| <i>Kindy GOLD Teacher Assistant</i> | <i>Janine Curulli</i> |
| <i>Kindy GOLD Teacher Assistant</i> | <i>Carmel Wilson</i> |
| <i>Pre-Primary BLUE Teacher</i> | <i>Catherine White</i> |
| <i>Pre-Primary BLUE Teacher Assistant</i> | <i>Kim Reid</i> |
| <i>Pre-Primary GOLD Teacher</i> | <i>Jane Reed</i> |
| <i>Pre-Primary GOLD Teacher Assistant</i> | <i>Suzanne Gomes</i> |
| <i>Year One BLUE Teacher</i> | <i>Tanya De Gooijer</i> |
| <i>Year One BLUE Teacher Assistant</i> | <i>Helen Airey</i> |
| <i>Year One GOLD Teacher</i> | <i>Simone Stevens</i> |
| <i>Year One GOLD Teacher Assistant</i> | <i>Helen Airey</i> |
| <i>Year Two BLUE Teacher</i> | <i>Kristy Foong</i> |
| <i>Year Two GOLD Teacher</i> | <i>Lauren White</i> |
| <i>Year Three BLUE Teacher</i> | <i>Louise Corkhill</i> |
| <i>Year Three GOLD Teacher</i> | <i>Ruby Carroll</i> |
| <i>Year Four BLUE Teacher</i> | <i>Jodie Ryan</i> |
| <i>Year Four GOLD Teacher</i> | <i>Daniela Walker</i> |
| <i>Year Five BLUE Teacher</i> | <i>Kara McHutchison</i> |
| <i>Year Five GOLD Teacher</i> | <i>Alycia Thomas</i> |
| <i>Year Six BLUE Teacher</i> | <i>Kirsten Fowler</i> |
| <i>Year Six GOLD Teacher</i> | <i>Dan Naden</i> |
| <i>Physical Education and Health</i> | <i>Paul Davis</i> |
| <i>Music</i> | <i>Nick Dabbs</i> |
| <i>Science</i> | <i>Kerri Cogger</i> |
| <i>Support</i> | <i>Maria Harvey</i> |
| <i>Office Admin</i> | <i>Mary Urbano</i> |
| <i>Finance Officer / Admin</i> | <i>Gillian Norris</i> |
| <i>Asian Cultural Studies</i> | <i>Tracy Aroozoo</i> |
| <i>Library Admin</i> | <i>Janine Curulli</i> |
| <i>Groundperson</i> | <i>Glenn Cogger</i> |
| <i>Assistant Principal</i> | <i>Stuart Munro</i> |
| <i>Assistant Principal</i> | <i>Anne Aquino</i> |
| <i>Principal</i> | <i>Tania Thuijs</i> |

