# OUR LADY OF MT CARMEL PRIMARY SCHOOL PARENT HANDBOOK

BY PRAYER AND ACTION WE FOLLOW CHRIST



2023

# Welcome to Our Lady of Mount Carmel Catholic Primary School

Since 1941 Our Lady of Mount Carmel Primary School has established itself as a supportive, spiritual and student-centred learning environment. Our culture is founded on the Charisms of the Carmelite Order (1937-Present}, Missionary Franciscan Sisters of the Immaculate Conception (1943-1973) and the Loreto Sisters (1974-1988). We continue to live these ideals in our everyday life at Mt Carmel. Likewise, Our Lady of Mount Carmel has a profound influence on how we meet the challenges of educating students today. Our school motto, 'By prayer and action we follow Christ' provides a challenge to be welcoming, inclusive and work together inspired by our actions, faith, and love for all.



In an ever-changing and challenging world, your child's Primary School years are probably the most important. I thank you for considering Our Lady of Mount Carmel as an option for your child. You are invited to join with us as we strive to 'make a difference' by providing a quality education for all students. We recognise that school is different for each child and aim to build on each child's background, family situation, prior experiences, knowledge, skills and understandings.

In 2023, Our Lady of Mount Carmel celebrates 82 years of education in Coorparoo. As we embark on a new journey; join with us in this exciting phase to help shape the future of Our Lady of Mount Carmel Catholic Primary School.

I commend the school to you and trust you find our Parent Handbook helpful and informative. Please feel free to contact me for further information.

Blessings, Warren Fields

Principal

# **Our Story**



Mt Carmel is a co-educational primary school currently catering for both boys and girls from Preparatory to Year Six, with an enrolment of approximately 620 students. The structure of the school has changed twice in recent history with the Preparatory year of school commencing in 2007 and Year Seven moving to high school at the end of 2014.

Mt Carmel is a school that fosters learning in a happy, caring community. This nurturing

environment evolved through the dedication and energy of many people and it is important to pay tribute to their efforts by looking at the rich history of the school.

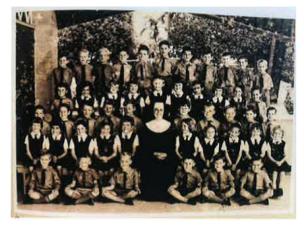
In 1937, the parish of Our Lady of Mt Carmel was given into the care of the Carmelite Friars. In the very early days of Father Bucas, there was no church or school. They lived in a house in the grounds of the Loreto Convent and Mass was said for the people on the verandahs of the house. Later, the Friars acquired the home of a Mr. Evans. Eventually, a church and a school was built on this site. The lower storey was used as the Church while the upper storey was the school. At first, the school was run by two lay teachers, Maureen Kington and Nonie Bliss, until 1943 when the Franciscan Sisters - Sr M. Bernadette, Sr M. Leo and Sr M. Monica arrived.

In the beginning, the sisters travelled from Kedron daily, but later that year they took up residence in Marriott Street, Coorparoo. By 1944, Mt Carmel had over 100 children and this meant that the sisters had to use the two storeys, which included the Church, for teaching purposes. It was also becoming obvious that the convent really needed to be closer to the school, so work began to raise the convent and transport it to the school grounds. By June 15<sup>th</sup> that year, the sisters had settled into their new home.

With increasing school enrolments and more teaching sisters needed, the convent soon became too small to accommodate them all. Mr. T. Josephson, a parishioner, came to the rescue. He made a gift to the parish of a two and a half acre site, with an entrance off Keera Street, for a new dwelling for the sisters. In 1959, the new "convent among the gums" was opened. It was a large, solidly built brick building with wide verandahs and balconies and the latest in comfort and convenience.



The Franciscan sisters taught at Mt Carmel for three decades - until 1973. The happy, friendly atmosphere of the school during this time was certainly a gift from the sisters and is remembered fondly by many students.



To continue the dedicated work at Mt Carmel, the Loreto sisters agreed to take over in 1974. Sr Mary Morrissey was the first Loreto Principal followed by Sr Helen Maguire, Sr Jan Niall and Sr Elizabeth Hepburn. The Loreto Sisters had a close relationship with parents, students and teachers and their personal touch made Mt Carmel a place to call home - a real family learning and journeying together. The Loreto Sisters can be credited with the building of the school library, undercroft and adventure playground area.

In 1988, the Loreto sisters left Mt Carmel and the leadership of the school became the responsibility of the laity. Mrs Maureen Thornton became the first lay Principal of Mt Carmel and has worked hard over the years to continue the great works of her predecessors. Mr Michael McCusker was appointed as principal in 1999 and was dedicated to taking Mt Carmel School into the new millennium. Mrs Margo Dixon joined Mount Carmel school as principal in 2005 to continue the faith traditions and educational practices which are the hallmarks of the school's history. Mr Peter Delaney, was appointed in 2012, and the schools current principal, Mr Warren Fields commenced in 2020.

Throughout all these changes at Mt Carmel, the ever-present stabilising factor has always been the contribution of the Carmelite Friars. Their strength of prayer, reflection and simplicity of life has added to the Christian spirit and direction of both the school and parish. This Carmelite spirit is continued by our current priests, Fr Martinho and Fr Matthew. They are both pastoral people, very much aware of the needs of all in the Parish. They are dedicated to keeping the teachings of Jesus alive by bringing meaning and purpose to the liturgical celebrations.



When we look at Mt Carmel today, we see a Catholic school striving to achieve the best for each individual. Its pleasant surroundings, wide range of facilities and caring, supportive community enable this goal to be realised. Mt Carmel provides a broad curriculum including specialists in many subject areas including specialists in many subject areas including Drama, Music, Italian and Physical

# **MTC School Mission**

Our mission is to be an inclusive and compassionate community, where children are educated in faith, life and learning.

By prayer and action, we follow Christ.

# MTC School Vision

As a community of faith, Our Lady of Mt Carmel School inspires students to be lifelong, independent learners so that they may take their place as purposeful people with the courage, wisdom and will to shape and enrich our world.

# MTC School Values

LOVE

RESPECT

SERVICE

COMPASSION

LOVE

# **Sport Houses & Colours**

Mary Ward - Blue

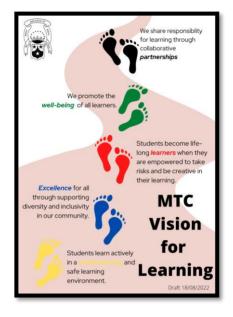
St Mary of the Cross MacKillop - Gold

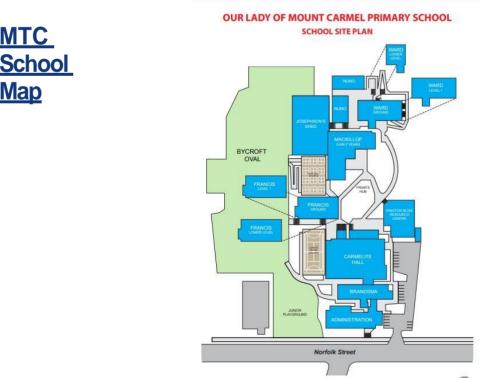
St Francis of Assisi - Green

Blessed Titus Brandsma- Red

# **MTC Vision for Learning**

In 2022, our school developed its Vision for Learning statement. In 2023, our new Vision statement will be launched in its final format and explored further with our staff and community.





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#### 2023 School Term Dates

Term	Dates
Term 1	Tuesday 24 January- Friday 31 March
Term 2	Monday 17 April - Friday 23 June
Term 3	Monday 10 July- Friday 15 September
Term 4	Tuesday 3 October - Friday 1 December

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#### **School Contact Details**

Our Lady of Mt Carmel School 20 Norfolk Street COOR PAROO QLD 4151

Telephone: (07) 3397 7125

www.mtcarmelcoorparoo.qld.edu.au Email:pcoorparoomtc@bne.catholic.edu.au

#### **School Parish Contact Details**

Our Lady of Mt Carmel Parish 312 Cavendish Rd Coorparoo Q 4151 Telephone (07) 3397 1587

Regina Cali Parish 32 Lavington Street Coorparoo Q 4151 Telephone (07) 3398 3697

#### Parish Sacramental Program

The sacramental programs of Mt Carmel Parish and Regina Caeli Parish are based on the Brisbane Archdiocesan Sacramental Guidelines. The programs are planned and implemented by each of these parishes. The role of the school in supporting the parish programs is to continue the catechesis for each sacrament from Prep through to Year Six. The decision to enrol a child in a Sacramental Preparation Program lies with the parents. Enrolment of children can be done through the Parish offices.

# Australian Curriculum

The Australian Curriculum sets the goal for what all students should learn as they progress through their school life - wherever they live in Australia and whichever school they attend. The Australian Curriculum is designed to help all young Australians to become successful learners, confident and creative individuals, and active and informed citizens. Presented as a developmental sequence of learning from Foundation - Year 10, the Australian Curriculum describes to teachers, parents, students and others in the wider community what is to be taught and the quality of learning expected of young people as they progress through school.

The three-dimensional design of the Foundation - Year 10 Australian Curriculum recognises the importance of disciplinary knowledge, skills and understanding alongside general capabilities and cross-curriculum priorities. Disciplinary knowledge, skills and understanding are-described in the eight learning areas of the Australian Curriculum: English, Mathematics, Science, Health and Physical Education, Humanities and Social Sciences, The Arts, Technologies and Languages. The latter four learning areas have been written to include multiple subjects, reflecting custom and practice in the discipline.

In each learning area or subject, content descriptions specify what young people will learn, and achievement standards describe the depth of understanding and the sophistication of knowledge and skill expected of students at the end of each year level or band of years.

# Attendance at School

Regular attendance at school is essential for a child's learning and social relationships.

When your child is absent, please notify us through the school Parent Portal. If the school is not contacted by 9am, an automatic SMS message will be sent to the parent requesting that they contact the school to verify the child's absence and reason.

Under the Education Act, children are not to be kept home for reasons other than illness and exceptional circumstances. During term time, if you experience a lengthy absence, due to illness please inform the school at your earliest convenience. If you are requiring your child be absent from school for an extended period of times, please contact the front office.

Bell times: Start of day 8.30am, End of day 3.00pm

#### Early departure/ Late arrival

Children who arrive after 8.40am are expected to sign in electronically through the front office by their parent/guardians. Any students leaving early must be signed out electronically through the office by their parent/guardians.

Students are not permitted to leave the school grounds during school hours on their own accord. Student/s will only be released to those listed in our system or an authorized person. When necessary, the Principal will determine the validity of the claim made by a person requesting the release of a student.

#### **Booklists**

Booklists for Years 1 to 6 are available towards the end of year in preparation for the following year. Parents are at liberty to purchase some or all of the items on the list elsewhere.

Please note that Prep classes do not have a booklist and families are charged a consumables levy that provides for all resources required in class. This levy is paid quarterly and is included in term school fees.

# Catholic Identity

Our goal in teaching Religious Education is to assist you, the parent, in nurturing your child's faith development and Religious literacy. The Assistant Principal Religious Education (APRE) is responsible for the supervision of the school's R.E. Program. The teachers follow the Religious Education Curriculum, written by Brisbane Catholic Education. Religious Education in the contemporary Catholic School comprises two distinct but complementary dimensions - teaching people religion and teaching people to be religious. Teaching people religion is an educational activity focused on the teaching and learning of religion and utilising a range of learning processes and resources. Teaching people to be religious is identified with the Religious Life of the school and is a faith development activity focused on nurturing the religious, spiritual and faith growth of students.

Liturgy and prayer are central to the faith life of Mt Carmel School. All children are expected to be involved in class prayer, assemblies and liturgical celebrations.

# Celebrations of Faith and learning

Our school community gathers together on Fridays at 8:50am in the Carmelite Hall for **Assembly.** This gathering is an important part of the life of the school and parents are invited and welcome to attend.

Assemblies give us an opportunity each week to come together in prayer. Throughout the year, each class will have an opportunity to lead the community in prayer.

As a community we celebrate the 'student of the week' from each class as well as individuals who are recognised through the PB4L tickets.

An **Achievement awards ceremony** is held once a term and parents of students achieving awards during this time are invited to attend.

# **Communication**

It is essential that the school has the most up to date phone and email contact details.

Effective parent/teacher communication is very important at Mt Carmel School. For parents it is much easier to solve problems, to feel reassured and to be confident in what is happening in the classroom when there are open channels of communication between home and school.

Teachers will readily make themselves available to meet with parents to discuss a child's progress. As teaching staff are unavailable during class time and have other supervisory duties before, during and after school, the best way to arrange such meetings is for parents to write a note/email to the teacher.

We acknowledge that methods of communication are becoming more diverse and digital forms of communication are becoming widely used. The following forms of communication are used to foster relationships within our community:

<u>Newsletter</u> - The School Newsletter is emailed to parents/caregivers as a link each Friday. It provide important information and messages for parents/caregivers.

<u>Parent Portal</u> - The Parent Portal is the official 'information and communication hub' for the school. It is a secure (password protected) online space for our families to receive important school information including student reports. The Parent Portal provides parents with the opportunity to manage and update their family details and access student reporting information.

<u>BCE Connect Application</u> - BCE Connect App. provides a platform for parents to securely access school information, making it easier to keep track and stay in touch. The App integrates with our Public Website and Parent Portal. BCE Connect works on both Apple and Android devices and is available to download free from the App Store or Google Play. Simply 'favourite' *Our Lady of Mt Carmel Primary School* to receive push notifications direct from the school

<u>SMS</u>-The school uses a SMS service to send out important reminders and attendance alerts to parents

<u>Email</u>-The school uses and encourages parents to use email as an efficient form of communication. Teachers, and other relevant staff members will respond appropriately. Teachers are not in a position to read and reply to emails during the school day. Parents are asked to contact the school office if there is a need for urgent communication.

<u>Term Overviews of Learning-</u>At the beginning of each term, parents are emailed an Overview of Learning for the term. This overview provides parents with clarity and direction in regard to the planned learning for their child.

<u>Social Media</u> - Our Lady of Mt Carmel School can be found on Facebook (@mtccoorparoo) and Instagram (@mtc\_coorparoo)

# Information Technologies

Information Technology within the school has received major emphasis in recent times. All classrooms have access to a range of technology including interactive whiteboards, laptops, Apple TV and ipads. The IT program for all students is comprehensive and provides wireless connectivity for use across the school. Our Yrs. 4,5 & 6 students are currently participating in a 1 to 1 IPad program.

Our Teacher Librarian and Primary Learning Leader provide support to all classrooms with the integration of technology to support learning.

# Kingston Bliss Resource Centre

The Library, Kington Bliss Resource Centre is central to all resource-based learning in Mt Carmel School. It supports the belief that learning is an adventure which can be exciting and challenging. It aims to stimulate natural curiosity and provide an interactive experience of learning through print and modern interactive technologies that are relevant to the needs and capabilities of each student. Students learn differently - so many creative, interactive teaching tools are needed to present information in all the ways students learn.

The Kingston Bliss Resources Centre:

- Strives to provide a happy learning environment where teachers and students can access information and develop digital and information literacy skills using a wide variety of print and non- print materials;
- Encourages reading for pleasure and information with a diverse library collection that caters for a range of interests and reading levels, and special events such as our annual Book Fair and Book Week celebrations;
- Provides a welcome space at lunchtimes for quiet reading, supervised technology access and relaxing small group activities, such as board games and a creative space;
- Supports classroom teachings and learning through co-operative planning with teachers, and by providing a wide variety of resources.

#### Medication & Health Care Plans

Medication will ONLY be administered by the office staff when it is prescribed by a doctor, has a current pharmacy label noting the child's name and a current completed Student Medication Request Form.

If at any time a child requires medication and the Student Medication Request Form has not been completed, parents will need to come to school to administer.

Panadol/Paracetamol: Office staff are able to administer ONE EMERGENCY DOSE of paracetamol to a child if a current Panadol authority form is on record and the child will then have to be collected from sick bay.



Outside School Hours Care

A child care program, managed by Centacare, is offered at our school for children from Prep to Year 6. Child care times are: Morning Session: 7:00am – 8:15am

Afternoon Session: 3:00pm – 6:00pm

Full details may be obtained by contacting the coordinator on 0467 741-912. Children attending the program will be expected to abide by the School's Code of Behaviour.

Children arriving at school before 8.15 a.m. must go to Before School Care. This is an important safety requirement that we ask all parents to follow. Staff Supervision commences at 8.15 a.m. in the Shed and Oval for Yrs. 2 to 6 & Prep Area for Yrs. Prep and 1.

# MTC PB

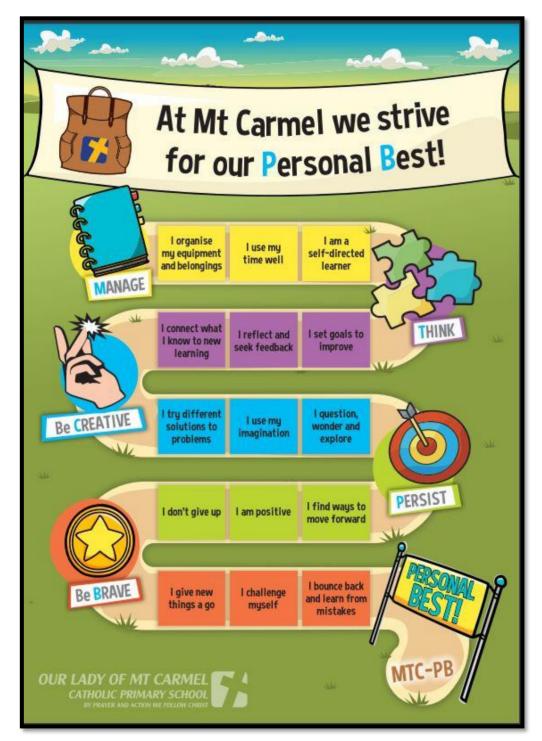
The MTC-PB has been developed as a consistent, shared language approach to learning that can be used by teachers, students and parents to discuss learning and set goals.

The MTC-PB's are based around 5 learning strategies with the common theme -"Striving for our Personal Best". The five strategies are:

> Manage Think be Creative Persist Brave

and they are applicable to any learning situation from the classroom, to extra-curricular activities, to home.

The acronym MTC-PB, which stands for "Mount Carmel Personal Best", comes from each of the key strategies.



# Parent Information Night

A Parent Information evening is held in Term 1 for all Year levels from Prep to 6 class. This provides an opportunity for parents to meet the class teacher, and discuss programs and procedures for the year. Parents of new Prep students are also invited to an Orientation morning in November in the year prior to their child's commencement in Prep.

# Parents and Friends (P & F) Association

The Parents and Friends Association of Mt Carmel has, over the years, provided invaluable assistance in the total development of the school. The association supports the mission of Mt Carmel School by:

- a) Fostering a distinctive Christian environment in the school
- b) Developing maximum co-operation between parents and school staff
- c) Utilising those structures which are established to promote the principles of Christian education
- d) Providing a medium for information and participation of parents and by identifying services and talents within the school community and making them available to school related spiritual, educational, social and fund raising activities.

The P&F Association meets on the second Wednesday of each month.



# Positive Behaviour 4 Learning

Our community of Brisbane Catholic Education (BCE) schools value an inclusive approach to student support to enable students to successfully complete their studies. We are entrusted to nurture and support students in a safe and welcoming environment that is grounded in our Catholic faith in which stewardship and advocacy are key values. As Catholic educators, we hold fundamental beliefs that are foundational to our work with students, parents and colleagues. As such we value: our Catholic Christian tradition; dignity and justice for all; Catholic

Christian community; high quality learning; collaboration and subsidiarity (shared wisdom); creativity; stewardship; and a mutual accountability.

In Catholic schools the goal of formation in right behaviour and respectful relationships occur in a supportive community where students are provided with models of Christ-centred living and where they can learn from their mistakes and build and restore relationships in a climate of safety, acceptance, and reconciliation.

Further information can be found on our school website.

#### Property 199

All property, especially clothing belonging to a child, must be clearly marked with his/her name. No responsibility can be taken for property lost or damaged at school. Toys or other similar items should not be brought to school for play.

#### Reporting and Assessment

#### Written Reports

At the end of each semester, parents are issued with a formal written report. This report summarises evidence of student learning about how the student is achieving, provides feedback about the quality of this achievement and provides direction about where to next. Reporting involves teachers making a professional judgement on a body of evidence about a student's progress and achievement against the curriculum. These judgements are made against the achievement standards of the Australian Curriculum. A teacher's professional judgement is at the heart of reporting student achievement. At MTC, teachers use a number of assessment tools and evidence of student work to inform their judgments.

#### Parent Teacher Interviews

Parent teacher interviews offer a great opportunity to build partnerships between parents and the school. In particular mid-year interviews allow teachers the opportunity to talk with parents about their child's school progress and any issues the student is experiencing. Parents are asked to arrange these formalised interviews through PTO. Further information about this will be sent out closer to the date.

#### Road Safety

Please refer to the School Traffic Safety brochure on the school website for detailed guidelines to enhance the safety of students around the school. This brochure is emailed to all families from time to time.

It would be appreciated that all families please observe the road signs outside the school, in particular the 2 minute zone in Norfolk Street. This is the only supervised pick up area for the school, so parents are encouraged to use this when collecting their children. The following suggestions allow the 2 minute zone to operate successfully:

- Parents to stay in their car while waiting for their child.
- Join the queue and proceed to the front of the line.
- If your child has not arrived you may be directed to drive around the block and join the end of the queue

- A teacher on duty will direct children to move to their car
- No double parking
- No jumping the queue
- Please indicate that you are in the queue by putting on your hazard light and placing your family name sign on the dashboard. Families may request "Family Name signs" through the office. These greatly assist the teacher on duty and speed up the whole collection process

Do NOT pull up or park anywhere near the school crossing or driveways. Cars do not drive into the Norfolk St Entrance. As a courtesy to the residents in the streets surrounding the school, please leave ample room for them to exit/enter their properties.

Children crossing Cavendish Road and Norfolk Street must do so at the crossing from where they will be guided across safely by the Crossing Supervisors.

#### School Fees

In order to meet the expenses incurred in the running of our school, each family is expected to contribute so that the cost is spread fairly. A family contribution takes the form of fees. These are set in November each year in consultation with the School Board, Brisbane Catholic Education and the Parish Finance Council. Four accounts are sent home per year (one each term). A copy of this year's fees is available on the school website.

Parents have the following options of payment - Direct Debit, EFTPOS / Credit Card and B-Pay.

Where families are genuinely unable to make the full fee commitment parents are asked to make an appointment with the School Principal to discuss a concession.

If an account is overdue and we have not heard from the family concerned, the School Fee Collection Policy, in line with Brisbane Catholic Education Guidelines, will be put into place. As its final step, unpaid school fees will be put into the hands of collection agencies, when agreement for payment by families is not able to be made.

# School Uniform

It is the responsibility of parents to ensure their children come dressed to school every day in the full correct uniform. A note from a child's parent, giving a reason, must be given to the class teacher if for any reason a child is not wearing the correct uniform.

Uniforms may be purchased from:

HOSIKOZI CLOTHING COMPANY 349 Riding Road, BALMORAL 4171 PH 07 3899 3000 Email: sales@hosikozi.com.au

The Second Hand Uniform shop is open at school during term, 2 days per week. Supplies of second hand uniforms are available for sale. Donations of second hand uniforms will be gratefully accepted in the school office.

#### **Girls Prep Uniform**

School gold polo shirt to be worn each day

Brown Culotte or Microfibre Sport Shorts with Mt Carmel embroidered on the left leg

White sandshoes/joggers (with a maximum of one other colour) with white socks and white laces - preferably with Velcro closure. White socks need to be plain white and clearly visible above the ankle line of the sports shoe

An optional house coloured polo shirt maybe worn on Friday and for sports events.

#### **Girls Formal Uniform**

**Brown Culottes** 

Check peplum blouse

Brown leather school shoes (lace ups or Mary-Jane style)

Fawn ankle socks

#### **Boys Prep Uniform**

School gold polo shirt to be worn each day

Brown long-legged (wash & wear) shorts or Brown Microfibre Sport Shorts with Mt Carmel embroidered on the left leg.

White sandshoes/joggers (with a maximum of one other colour) with white socks and white laces preferably with Velcro closure. White socks need to be plain white and clearly visible above the ankle line of the sports shoe

An optional house coloured polo shirt maybe worn on Friday and for sports events.

#### **Boys Formal Uniform**

Brown long-legged (wash & wear) shorts with side insert pockets

**Check shirt** 

Brown leather school shoes

Fawn ankle socks

#### Sports Uniform

Boys - brown Microfibre Sport Shorts with Mt Carmel embroidered on the left leg, side pockets with gold polo shirt with school name screen printed on left chest in brown

Girls - brown Culottes or Brown Microfibre Sport Shorts with Mt Carmel embroidered on the left leg with gold polo shirt with school name screen printed on left chest in brown

Shoes - Both girls and boys wear white sandshoes or joggers (with a maximum of one other colour) with white socks and white laces. White socks need to be plain white and clearly visible above the ankle line of the sports shoe.

Tracksuits for children in Years Prep - 6 are available from Hosikozi Clothing Company

An optional house coloured polo shirt maybe worn on Friday and for sports events.

<u>School hats</u> - The school hat is a part of the school uniform and must be worn throughout the year. An optional school visor may be worn during participation in school sporting events.

<u>Hair</u> - It is expected that all children will have appropriate and well groomed hair styles. Children with longer hair should have the hair tied back by a basic plain ribbon or head band (in colours of brown; gold; pastoral house colours-red, green gold and blue) or a scrunchie (uniform material or school colours of brown or gold) for safety. Hair colour should be natural.

<u>Jewellery</u> - Jewellery, nail polish, make up and any other accessories are not acceptable. Students are permitted to wear a watch, religious medals and sleepers/studs in pierced ears.

# Sick/Injured Students

If your child is injured or becomes unwell, the teacher will send the child to the Sick Bay with continued care instructions, and if necessary the office staff will notify the parent/caregiver to arrange collection. School is not the place for sick children or staff members. In accordance with the Department of Health Time Out guidelines, children with any infectious diseases must be excluded from the school for specified times. Please contact the office for any additional information or concerns.

# **Staffing**

A number of dedicated staff members contribute to the wholistic education of children at Our Lady of Mt Carmel Primary School. Together, these staff members work collaboratively to achieve our vision of 'achieving great things together'

# Teaching Staff

- Principal
- Assistance Principal Administration
- Assistant Principal Religious Education
- Primary Learning Leader
- Classroom Teachers
- Support Teacher Inclusive Education (ST-IE)
- Enhancement Teachers
- Specialist Teachers
  including:
- Drama Teacher
- Music Teacher
- Physical Education
- Languages Teacher
- Teacher Librarian

#### Non-Teaching Staff

- Guidance Counsellor
- School Based Speech Pathologist
- School Officers (Teacher Assistants)

- Secretaries (Front Office & Finance)
- Workplace Health & Safety Officer
- Groundsman

#### Student Support Team

The Student Support Team is a collaborative approach to dealing with behavioural, academic and/or emotional problems that students may encounter in the school and home environment.

The team is composed of MTC AP; the Support Teacher Inclusive Education; the Guidance Counsellor; School Based Speech Pathologist and Enhancement Teachers. The team usually meets once a week and assist the parents and teachers in developing a plan for supporting identified students.

The Student Support Team process is an effective, proactive approach to problem solving at MTC. In some cases, concerns can be addressed in one session while in other situations the support may be ongoing.

Sometimes there is a need to refer parents to other agencies (e.g. a Speech and Language therapist). The problems that are addressed are many and varied. 'By tapping into the collective wisdom of the group, the team is able to assess performance, discuss relevant background issues and pool ideas on effective means of supporting a child's learning and development.

# Support Teacher Inclusive Education (STIE)

The Support Teacher - Inclusive Education supports the school and teachers to meet the specific learning needs of students across the full range of abilities. They use the principles of inclusive education to provide flexibility to respond to the diverse needs of students within Brisbane Catholic Education (BCE) school communities. The STIE has key partnerships with multiple stakeholders - students, parents and caregivers, school leadership, classroom teachers, guidance counsellors, learning leaders, education officers, speech pathologists and visiting teachers.

# Guidance Counsellor

Guidance Counsellor works collaboratively within the school community to promote and foster the achievement, participation, development, mental health and wellbeing of all students. They provide support to students dealing with situations or difficulties that negatively impact upon their wellbeing or opportunities to learn such as changing family circumstances, social, emotional or behavioural difficulties, as well as academic concerns.

# School Based Speech Pathologist

The School Based Speech Pathologist contributes to learning and teaching at MTC by providing a range of speech pathology services responsive to the school context. These services have a student specific focus and complement the speech pathology services provided by School Services.

# Tuckshop

Children can purchase their lunch every Monday, Wednesday, Thursday and Friday from our Tuckshop. All ordering and menus are available via the QKR App which is available to download free from the App Store or Google Play.

#### <u>Volunteers</u>

Volunteers play an important role in the life of our school. There have been some recent changes to the Student Protection Training and Code of Conduct Training for School Volunteers. These changes impact on any parent wishing to volunteer in the school. All current parents wishing to volunteer in 2023 will need to complete the mandatory online training accessed through the Brisbane Catholic Education Website. Please contact the front office if you have any questions.

#### Sport House Patrons



# St Mary of the Cross MacKillop

Born in 1842 - Died in 1909

Feast Day - 8th August

"Do all you can to work In unity•

# Blessed Titus Brandsma

Born in 1881 - Died in 1942

Feast Day - 27th July

"Stay with me, Jesus, my delight, your presence near makes all things right."





# Mary Ward

Born in 1585 - Died in 1645 Mary Ward Week -23rd - 30th January

"Be seekers of truth and doers of justice"

# St Francis of Assisi

Born in 1181 - Died in 1226

Feast Day: 4th October

"Preach the Gospel at all times and when necessary use words."



