



Newsletter

Term 4 2019



The Montessori environment promotes independence,
freedom and happiness through understanding and respect

An International Baccalaureate School





Dr Maria Montessori

Dr Maria Montessori (1870—1952) was Italy's first female medical graduate, distinguishing herself by securing an honours double degree as a Doctor of Surgery. She also had an intense, passionate interest in the development of young children.

In 1907 Dr Montessori opened the first institute for children below the age of six, which she called *Cas dei Bambini* (Children's House). Dr Montessori's two pioneering books, *The Montessori Method* (1909) and *The Advanced Montessori Method* (1917), closely link her educational theories with her basic philosophical ideas.

The school was founded by Mrs W M Duyker de Vries in 1962.
The Montessori School is the oldest Montessori School in Western Australia.

The Montessori School fully endorses the A.M.I Objectives:

Article 3: The objective of the Association is to propagate, maintain and further the rights of the Child in Society.

The Council of the Montessori School:

Angela Chew—Chair	Rob Carruthers
MaryAnne D'Souza — Principal	Celine Royet
Yulia Wood — Treasurer	Tash Tourabaly
Ray Coffey	Julie Gravel
Deborah Duburguet	

Council Meetings:

Parents may attend any Council Meeting. They are generally held on the third Monday of each month. Minutes of Meetings may be read at the School office.

Information about the School:

For information regarding membership of the Montessori School and subscriptions to the Montessori School newsletter please send a stamped, self addressed envelope to:

The Secretary, The Montessori School, PO Box 194, Landsdale WA 6065

Telephone: (08) 9409 9151 Facsimile: (08) 9409 1682

Email: admin@themontessorischool.wa.edu.au

Web: www.themontessorischool.wa.edu.au

Location: 18 Montessori Place Kingsley WA 6026

School Staff

PRIMARY

Pre-Primary 1
Maria Vaioloti-Ponga
Ciara Foley - *Assistant*

Pre-Primary 2
Ria McBennett
Jane Coffey
Hemali Vasanjee - *Assistant*

Pre-Primary 3
Jessica Jackson
Audre Mare - *Assistant*

Lower Primary 1
Salwa Guirgis
Eavan Coughlan - *Assistant*

Lower Primary 2
Sue Hoolohan
Zoe Judge - *Assistant*
Renee Batcock - *Assistant*
Anja Reid - *Language*
Renee Batcock - *Assistant*
Shanie Do - *Assistant*

Upper Primary
Vicky Jardine
Rikhi Sadique
Sue Hoolohan
Vicky Brown - *Assistant*
Eavan Coughlan- *Assistant*

SECONDARY

Lower Secondary
Lena Streiff Kosok
Katharina Stillitano
Kamel Guirgis
Emma Seeber
Rikhi Sadique
Diana Schuler
Fern York
Vicky Brown - *Assistant*

INTERNATIONAL BACCALAUREATE

Katharina Stillitano
Kamel Guirgis
Jaromir Kulir
Rikhi Sadique
Diana Schuler
Phil Gobetz

SUBJECT

Co-ordinator/English /German/CAS/Pamoja online
Maths
Geography/TOK
Chemistry/Physics
Biology
TOK

OFFICE

Debby Duburguet
Leanne Hillyer
Peta Wilcox
Alison Grondein
Nicola Pattison

Bursar/Office Manager
Accounts
Book Keeper
Administration
Administration

Upcoming Events/Calendar

November:

Friday 29th 2019: IB Graduation & Whole School Picnic at Rotary Park.

December:

Wednesday 4th December: LP Singing Event

Thursday 12th December: PP Singing Event

Wednesday 18th December: Volunteer Morning Tea and Last Day Of Term

2020 Term Dates

Term 1, 2020

Students start Term 1 - Monday 3rd February, 2020

Last day of Term 1 - Thursday 9th April, 2020

Student Free Days in Term 1: Tuesday 3rd March 2020.

Term 2, 2020

Students start Term 2 - Wednesday 29th April, 2020

Last day of Term 2 - Friday 3rd July, 2020

Student Free Days in Term 2: Tuesday 28th April and Friday 29th May 2020.

Term 3, 2020

Students start Term 3 - Monday 27th July, 2020

Last day of Term 3 - Friday 25th September, 2020

No Student Free Days in Term 3.

Term 4, 2020

Students start Term 4 - Tuesday 13th October, 2020

Last day of Term 4 - Wednesday 16th December, 2020

Student Free Days in Term 4: Monday 12th October and Monday 16th November, 2020.

Addendum to School Promotion & Communication Report AGM 2019

Submitted August 2019 by Rob Carruthers in response to feedback from Staff following the 2019 AGM.

Circulated to The Montessori School community via the school newsletter Term 4, 2019.

The School Council wishes to acknowledge the efforts of staff in planning and securing several positive media coverage opportunities in 2019.

These activities have greatly contributed to raising awareness and understanding of the School in the wider community.

In developing forward plans for School's marketing and communication activities, the intention is to capture the collective efforts undertaken by Staff, the Council and participating parents towards these common objectives.

Dear Parents and Teachers at the Montessori School,

Every November, the IB Year 1 Students participate in the annual Basket Brigade programme in partnership with The Salvation Army Christmas Appeal.

The Christmas Appeal is a charitable programme which donates non-perishable foods, new toys and other items to less fortunate families just in time for Christmas!

This term we are asking parents and other students to bring non-perishable foods, new toys and other goods. These goods can be placed into any of the boxes located in each of the classrooms.

Our goal is to fill 20 cardboard boxes with donated goods.

The collection will end on Friday 6th December as we aim to give the donated goods to the Salvation Army in week 9.

Your generosity, as always, is much appreciated.

Thank you for your assistance.

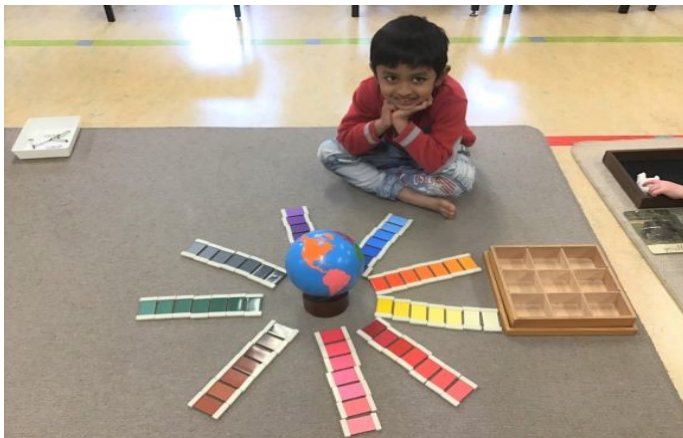
IB Year 1 students
The Montessori School, Kingsley.

Pre-Primary 1

We have begun this term discussing natural landforms with a closer look at those here in Australia. The children have been keen to watch lessons as water is added to the landform models to show a smaller representation of the way the ocean and land is able to form lakes, capes, gulfs, peninsulas, bays and a variety of many others.



This work offers a continuous repetition of activity with the child exercising the opportunity to reinforce their own learning but also to wonder and marvel at how the land and ocean form these landforms. The older children have been eager to follow on with this work and many have searched our atlas to find these landforms in Australia, with some recognising these landforms as destinations they have already visited.



With the benefit of our own beautiful local surrounds we had our Lake Walk earlier in the term and it was lovely to see the children talking together along the lake circuit path which provides an important refuge during summer for our birds.

Thank you to those who were able to make the walk this year. The children were also invited to join in with the Montessori Schools Picnic at Langley Park this year and children travelled to and from the venue on the school buses with lots of discussion and excitement on the day. We were very fortunate to have a few parents volunteering on the day, which made our day run smoothly.

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As the term continues on it has been a buzz of movement and work in the classroom as children choose on the warmer days to work outside with lots of gardening, hammering and window washing. Many children continue to bring in items of interest they have found, which ignites their desire to write about these experiences or to look through books in search of more information.



One child brought along tiny souvenir spoons for polishing and as the job began, another child passed the friends who were polishing and commented on the wonderful work being done. This created such a joy of activity in the class, just as Maria Montessori described, "The joy that the small ones feel in their work makes them accomplish everything with an enthusiasm that is almost excessive. If they are shining the brass handle of a door they do it for such a long time that it becomes as shining as a mirror".



We will continue to enjoy the last few weeks of school in the Pre Primary classes and I wish to remind all parents we have a Pre Primary Christmas Concert where the children will be singing songs on Thursday 12th December at 9am. We do hope you can attend and celebrate in singing along with us.

Before we end the school year, I would like to take the time to wish all of the children moving up to Lower Primary the very best start on their move up to their new classrooms next year and also farewell those families who will be leaving our school at the end of this year. As always, I look forward to welcoming back all of our Pre-primary children in the new year.

Maria Vaioleti-Ponga

Pre-Primary 2

The children have returned to school this term, full of enthusiasm and eager to work.

It has been an unseasonably warm spring and the children have been enthusiastic to get outdoors to water our plants, sweep the dead leaves and enjoy the warmer weather.

We have been fortunate to have had beautiful weather for our annual lake walk and our trip to Langley Park where we met other Montessori schools for a picnic and games.

The children really enjoyed the excursion to the city and the experience of going on a bus with their friends was certainly the highlight. A special thank you to all the parents who volunteered for this trip.

This term we have been looking at the topic of astronomy in our classroom. The children have learned about the planets, phases of the moon and star constellations. Some children chose to make posters of our solar system, which they have proudly showed other classes in our school. Maria Montessori has said. "Since it has been seen to be necessary to give so much to the child, let us give him a vision of the whole universe".



As the older children in our room prepare for their move to Lower Primary, they have been busy with a few projects. They have begun the sewing job of making their teddy bear, this takes some time and quite a lot of skill to complete. This is a long standing, school tradition for the children moving on.

The woodwork project of building a garden bed is almost complete. The children have sawed, measured and drilled with Jane over the past few months. This has been a highly anticipated project each week.

We hope the children feel a sense of pride and achievement in the completion of these final projects.

Throughout this term, the children have been working on their "all about me" books. This is a special keepsake where the children record their height, weight, favourite place, family, etc. We have begun to look towards the end of the school year as we have begun to practice songs and poems for our annual Christmas concert. We invite all parents to this special morning and hope you will join us in this festive sing along.

Ciara Foley



Pre-Primary 3

We have had a wonderful and busy start to the term. We're trying not to think of the fact that we are already half way through and that we will be saying goodbye to many of our children who will be moving to Lower Primary. We have had a very busy start to the term with incursions, the lake walk, poverty day and the Montessori school picnic at Langley Park. We've had a wonderful time at all incursions and excursions.

This term we have been focusing on Astronomy. The children are truly enjoying these lessons.

We began with the solar system, focusing on learning about each planet and the children were excited to learn the order. As a class we have been busy working to create a papier-mâché solar system for our classroom. The children have been working so beautifully together on this project. We have furthered our Astronomy studies by taking a look at the moon and stars. The children have been amazed to find out about constellations.



As part of our math studies this term we have been focusing on directions. This topic was introduced by drawing a compass on the floor, as a group we stood outside and identified where different buildings in the school were located. Over the coming weeks the children will be completing a number of different activities focusing on directions.



Throughout this term the children will be working on an individual "All About Me Book". In these books the children record their weight, height, date of birth, eye and hair colour. They draw their family and write their names and also record their favourite foods, and places to visit.

Our older children have started some of the Lower Primary Jobs and they have now completed sewing a teddy bear each, to accompany them in their transition. Sewing is a popular job with many of the children. It is great for developing skills such as fine -motor coordination and concentration, the children experience a great sense of pride and achievement with their finished products.



It has been a busy and wonderful year in Pre Primary 3, we wish the children that are moving up to their new classes all the best and we are excited to see what is in store for 2020.

Jessica Jackson

Lower Primary 1 - Science

This term in Science we our main topic is Earth and Space Science.

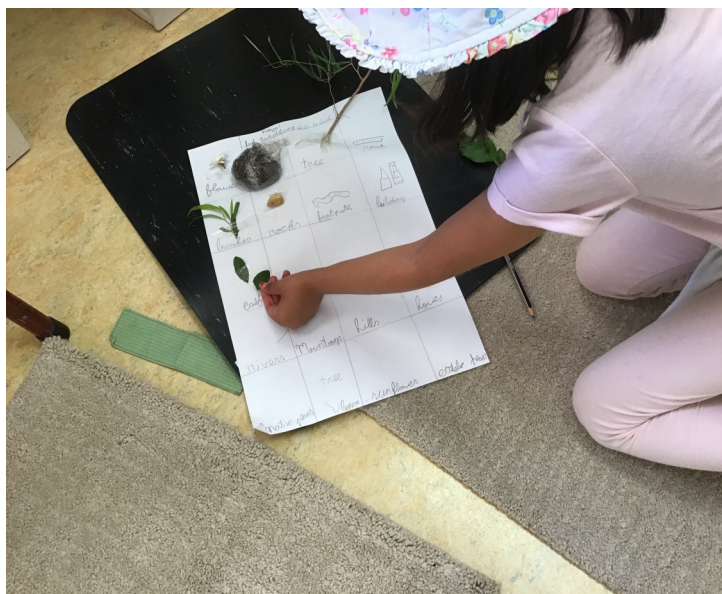
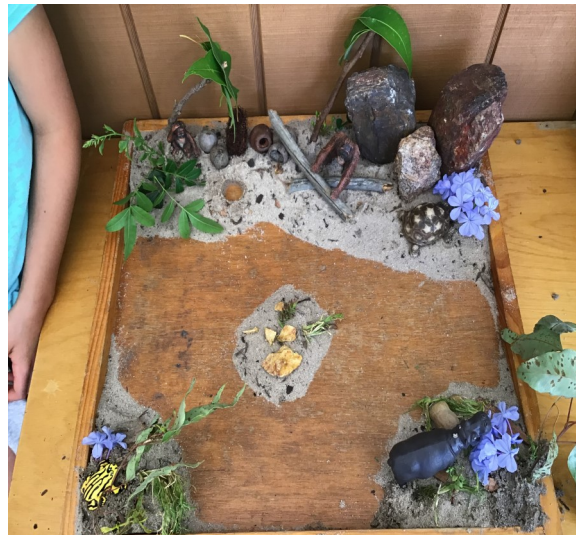
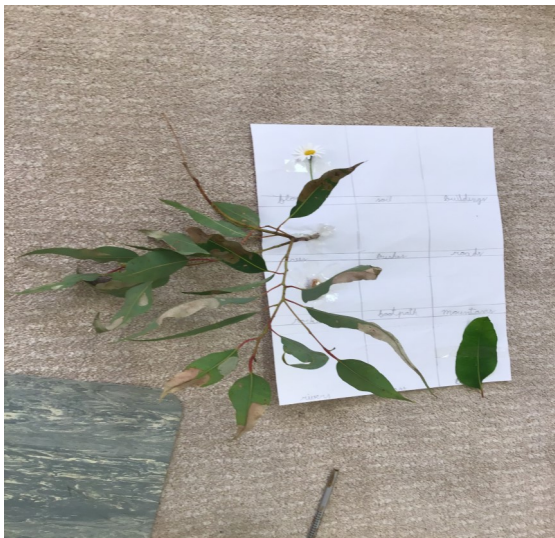
We have been learning about natural and built features in our landscape, the affect of weather on plants and animals, the various uses of Earth's resources that affect our everyday lives and the fascinating solar system.

We are starting to ask ourselves some really important questions like 'how does changes to the Earth affect us?', 'where does water come from?', 'could Earth's resources run out?', 'why do we have days, nights and seasons?' and 'why was Pluto excluded from the solar system?' - to mention just a few!

The students have been involved in doing a lot of exciting 'experiments' that help them have a hands-on understanding of the world around them.

Our most important word on Mondays is 'why'. The wonders of Science does not end at the end of the school day. Our students are always excited to learn new ideas. Outside school, every time they encounter a new concept, I encourage you to help them ask 'why did that happen?' and then, guide them to seek the answer to 'why'.

Rikhi Sadique



Lower Primary 1

We had a very busy term, where lots of events had taken place. We will start with the most recent one.

The Lower Primary children who are moving up to Upper Primary next year celebrated a special “farewell” event. They prepared their games, dinner and jokes all together.

We all prepared the class for this celebration to make a very long dining table covered with a red table cloth, candles and flowers. This year we had a very big number; 22 children. We all had a great evening dedicated to celebrating with them.

Many thanks to our parents who shared their appreciation for the teacher, it meant a lot to me.

Our children presented some drama using improvisation skills where they took part to represent appropriate protective behaviour from our Keeping Safe Curriculum. They acted out certain behaviours either in pairs or as a group. The rest then discussed this behaviour and how to correct it. We all learned a lot doing this. The children enjoyed it very much.

Term 4 is the right time for transition trials where every Wednesday we send some of the older children to Upper Primary class to spend the day. At the same time some children from Per-primary class come to our room. It's a successful way to ease the anxiety and to let the children be familiar with the new environment that they are moving to. They are happy doing this.

We celebrated two International Days this semester. First “The International Day for the Eradication of Poverty” which took place on 17th October. It raises awareness of the challenging conditions children have to overcome in poorer countries.

We had a lesson and the children contributed well in the discussion and understood why we eat rice that day, how much money we raise and where it goes. Second one was ‘The World Peace Day’. Lower Secondary arranged and displayed white butterflies in the playground area. At the end each child got a white butterfly.



Parents have shared some events with their children such as lake walks, whole school picnic at the Moolanda Park and then the Montessori picnic.

There is one event coming up on 4th December where our children will perform a concert in front of their parents singing our beautiful songs including some acting. The children put a great effort into this event and I am sure you will all like it.

This is the last newsletter for this year and so I would like to wish you all a safe and happy Christmas and holiday.

Salwa Guirgis



Lower Primary 2

This term has seen the children being involved in lots of events, all of which involved lots of physical movement and socialising.

First, we were blessed with a beautiful day for the lake walk around Lake Goollelal. We all enjoyed chatting to our friends and families, as well as experiencing the challenge of doing a lengthy walk. Imagine our surprise when one of our students brought in a large dugite, found along the very path we had trod only a few days before! What excitement, opportunities for discussion, research and interest.

This demonstrates a beauty of our pedagogy. Our children are exposed to real life and real challenges, in real contexts. There is a damaging misunderstanding in the wider community that children need to have “fun.” Furthermore, it is assumed that fun is had by creating artificially heightened sensual stimulation (loud voices, bright colours, sweet foods).

Our children find their own fun by being exposed to the natural environment, using their own physical energy to engage in that environment and sharing those experiences with others.

Next, we all enjoyed visiting Moolanda Park with the whole school and some parents for our picnic. A week later, another park visit.

This time, it was to the city, to meet children from many of the other Montessori schools in Perth. On both occasions, it was lovely to see the children socialising confidently with others, and feeling the joy of expending energy, using muscles, being alert.



Then we had the Lower Primary Farewell. A big event this year – such a long table was laid out for all the children moving up to Upper Primary next year! We played games on the oval (the children voted to stay at school as it was a hot day) then cooked a meal together of sausages, rolls, colourful salads, fruit and an icy pole to finish.

We had a wonderful time and it was a real pleasure to spend time with such a happy, vibrant group of youngsters.

Last term saw NAPLAN results and this term sees reporting. At these times, the adults in the environment are sharply reminded of the need to marry the pedagogy which underpins daily life at school to the mandates of government and expectations of others. It can be hard. Not because we do not have faith in what we do, but because there is an increasing pressure to respond to demands of people or agencies who focus on the minutiae of a child's development, rather than the whole child.

There is not room for a lengthy discussion here, but I would like to reassure readers of this newsletter that we continue to focus on nurturing a sense of independence in the children we work with. Our goal is to present children with opportunities for total understanding at a conceptual level, rather than being able to remember small bits of curricula. We do not teach to any test. Instead, we engage the children in meaningful learning experiences, which appeal to a wide variety of learning styles. We then have the privilege to observe independent children going about their work.

Sue Hoolhan



Upper Primary

How fast the second half of this semester has flown by! Upper Primary has been in full-swing, enthusiastically pursuing their interests and curiosities through research for their Great Projects.

This term, the class has been investigating the use of Visual Language in texts, and the ways in which we make meaning and sense through means other than the use of words. They have seen some of the ways in which authors convey emotions and feelings, location, time of day, past, present and future, and real and imagined worlds without the use of words.

Term 4 has been full of exciting events such as the Montessori Picnic (which was in Langley Park), Remembrance Day, the United Nations International Day for the Eradication of World Poverty, the Lake Walk and the Lower Secondary Transition Days for those students leaving Upper Primary next year and starting a new stage of their development and education.

Speaking of 'transition', this year the students experienced what it will be like to be in Lower Secondary for 3 consecutive days. This allowed them to have that continuity and awareness, first hand of a range of typical days, with different specialist teachers and a different kind of timetable. What an important time for these students.

During Term 4, we also had Lower Primary students visiting us in Upper Primary for a full day, so they could experience what it will be like next year for them when they move up. So, the feeling that the school year is drawing to a close has certainly been in the air as the term has progressed.

While we would love to share all the students' Great Project work with everyone, especially since the students do pour their heart and soul into them, however, that would be impossible. Each student does one Great Project per term, which amounts to approximately 80 projects per year!



The teachers (we have been very fortunate that Sue Hoolohan has worked with us on Thursdays in Upper Primary), can hardly wait to see what interesting aspects of the world, Science, Mathematics, the Arts, Animal and Plant life, Social Sciences and Justice, to name a few, that the children will choose to investigate each term. It's actually the highlight of the term for the teachers.

Can you imagine, the amount of exploration and investigation that takes place. It's such an adventure!

As you can see, the students really get into whatever it is they are curious about. The student who made this go-kart, investigated the Laws of Motion, Forces, Friction, Resistance and Momentum.

We also find in Upper Primary, that the students love to investigate mathematical principles using the Montessori Materials. Here you can see the students consolidating their understanding of the concepts of decimals, volume, and area, as well as gaining explicit awareness of the relationships between the different concepts.

As the year draws to an end, the Upper Primary class is celebrating all they have learned this year and are beginning to speak with anticipation about the new year and all the wonderful concepts they want to explore next year.

Vicky Jardine

Lower Secondary

We started the term with a wonderful camp to Gingin Willowbrook farm. The farm is situated outside Gingin in a beautiful setting with big lawns surrounded by paddocks along a creek. The hosts invited the students to feed the Longhorn cattle, the sheep and alpacas. The children enjoyed the company of all the animals such as free ranging chickens, the cat and a three legged goat and steered clear of the vicious duck protecting its family.

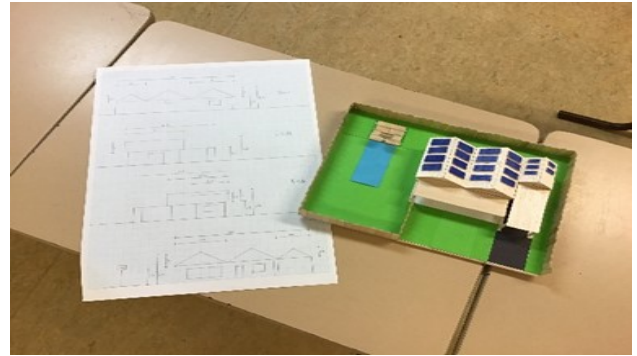


We went on a heritage trail to Gingin town centre and visited Yanchep crystal caves. One highlight was the visit to the Gingin Discovery Centre where students had an introduction to our solar system and did some fun physics experiments on the leaning tower. Later that night they were able to look back in time, by gazing at stars millions of light-years away. We had a discussion with young Noongar man Kobi Morrison exploring Noongar identity in a contemporary context, and last but not least the students went on a clip and climb tree adventure in Yanchep national park.



Watching the students cooperate and manage daily life situations such as providing food, setting up and pulling down camp, or simply negotiating social structures, highlighted the importance of opportunities such as camp to practice these skills. Another opportunity to mingle with peers of their age group was given to them at the Montessori picnic at Langley park and it was good to see them connect with students from other schools.

Since returning from camp students have delved into their term projects and have produced some exciting work. They are particularly enjoying the math project with focus on geometry. They are transferring 2D shapes to 3D shapes designing and calculating houses to scale. They had to submit building applications for their structures and are now busy building.



For HASS/English we have embarked on a journey to write a newspaper and all students have to write several articles. Some articles will be HASS based exploring either geographical concepts or local history. We visited the local history department of the Joondalup library to get ideas for our articles. With the Pre-IB group we have been looking at the civil rights movement globally, but more importantly locally. We went on an immersive excursion visiting places of significance learning about indigenous struggle.



While all of this was going on, the students were also busy preparing the quiz night, a major fundraiser for their Thailand trip, which needs a lot of organisation and dedication. They worked tirelessly and it looks to be a wonderful night.

We are heading towards the end of the year, with the Pre-IB students doing their IB TOK days and the upcoming UP students spending their trial days in LS. Despite this, we still have another excursion planned to the Resources Technology Showcase and the students will sell their products at the Kingsway community markets.

Thank you for all your support in the busy Lower Secondary calendar!

International Baccalaureate

As usual in term 4, the final IB examinations and mock exams are the main event at this time of the year. The IB Y12 students finish with their school life at the Montessori School, while our Y11 students practise by sitting mock exams for the first time. It is a rather stressful time and the school community is very aware of the extra pressure and stress examinations can cause and are looking after the IB students and coordinator by keeping the rest of the school environment calm and peaceful. (The IB teachers and students very much appreciate your efforts and thank you for that.) Also a big thank you to all those wonderful parents and staff who have offered to help with preparing the exams and volunteer to invigilate.

For the last three years we have also begun to mark the official end of school tuition for our Y12 students by gathering the whole school in the amphitheatre for an **school internal Y12 leavers' celebration**. On Monday 28th October 2019 we gathered everyone and celebrated the achievements of our Y12 students' achievement, and commended their perseverance and resilience. The Y11 students spoke of how much they have learnt from their peers and how different the IB will be without them; we will all miss our Y12 students.

In term 4 the **IB CAS students** are also organising the annual **Christmas Appeal** run by The Salvation Army.

Please keep your eyes open for letters and posters on the noticeboard; we always appreciate the generous donations from the school community and it is a great task for the students to learn how co-ordinate and organise this collection.



At the upcoming **Theory of Knowledge (ToK) seminars**, the Year 11 students will be joined by the current Pre-IB students from the LS. This year the ToK seminars are run over two days and part of the school day, on Thursday 28th November and Friday 29th November 2018 (week 7).

To give you an idea what 'Theory of knowledge' is, I would like to quote Phil Gobetz, one of our ToK and IB Physics teachers who wrote an introduction to Tok in a previous newsletter:

***What is the Theory of Knowledge?** [...] The Theory of Knowledge (TOK), what a grand sounding title. Perhaps deserving for it is an unusual course, not found in other educational programmes, in that it is about everything anyone has learned or can learn: it deals with knowledge itself. It is one of the core IB subjects and is mandatory for the IB Diploma. This is because TOK is central to the educational philosophy of the IB Diploma.*

In view of the IB group for 2020, next year's group is coming more into focus as the eldest leave, the first years become 'second years', and the upcoming students join the group. The current Pre-IB group will attend the above mentioned TOK seminars, and also join introductory lessons in most of their IB subjects to prepare and introduce new subjects and the IB syllabus. **A big thank you must go to all IB staff** for their dedication and commitment to make the transition phase possible and ease our new students gently into the demands that the IB places on its students.

International Baccalaureate

After the exams are finished, it seems only a moment before we are saying good-bye to the graduating students at the **graduation ceremony on Friday, 29th November 2019 at 5pm** at the Rotary Park on the East side of Lake Joondalup. Our students have certainly grown into confident, mature and inquisitive young people who are ready to explore the world beyond the Montessori School, we wish them well for everything that lies ahead, all the best for 2020 and beyond.

IB German, what is it about?

The Language B German course is designed for students who have some previous experience of learning German. They can either study German and Standard Level (SL) or Higher Level (HL). The SL is very much an opportunity for students to learn facts and background knowledge about the countries in which the language is spoken. While the HL students learn about cultural aspects and the language, they also experience a few literary works of German speaking authors. The choice of works is very much up to the teacher as there is no set list of literary works that has to be covered to pass an exam.

The course focuses on communication skills:
productive, perceptive and interactive communication skills.
To the students that means they will develop their reading and writing, listening and speaking skills in German. The teaching approach is also designed to be a mixture of individual, interactive and collaborative work.

The above skills will be learned through the study of 5 different themes which have recently been changed as the new German B course has come into place in 2019.



Figure 1
Diploma Programme model

Those themes are:

- Identities
- Experiences
- Human ingenuity
- Social organization
- Sharing the planet.

These 5 topics are covered during the two-year German B course and covered by a broad range of topics. These topics aim to develop international understanding, foster a concern for global issues, develop students' intercultural awareness and raise the students' awareness of their own responsibilities.

Through learning about the above issues in relation to German speaking countries the students are given the opportunity to reflect upon what they observe, learn and experience in their immediate environment, too.

During their assessments students are not necessarily assessed on facts and figures about Germany and other German speaking countries but whether they can relate what they have learned to their own experiences and reflect on what they have learnt.

The assessment consists of a writing exam, a reading and listening exam as well as a speaking exam.

Katharina Stillitano

- Resignations:* Resignations must be received during the term prior to the child's **last term** at school, and must be in writing.
- Dress:* We advise loose, comfortable and practical clothing that enables the child to undertake the full range of possible activities. Shoes are not worn inside the school by pre-primary or primary children. The use of soft slippers is advised. Long hair should be worn tied back. The Montessori School encourages the use of protective clothing and sunscreen for all outdoor activity. We maintain a year-round "No Hat—No Play" policy.
- Insurance:* Pre-Primary and Primary school hours are from 8.40am to 3.00pm, Lower Secondary from 8.40am to 3.15pm. The school's responsibility for the children is from 8.30am, when the child has been formally brought to the teacher's care, until 3.15pm or when the child has been formally returned to the care of the parent. Staff are not available to supervise the school's playground after 3.00pm. For that reason children are not permitted to play in the school playground after 3.00pm.
- Lunches:* Wholesome lunches are encouraged in the school. Students are requested to take home any food that they cannot eat. The school aims to provide a safe and supportive environment for students at risk of anaphylaxis. Parents are requested to assist by not sending any nuts or foods containing nuts to school.
- Absences:* Parents should notify the school office of the absence of the student as soon as possible. Notification of extended absence, for reason other than illness, should be made in writing. An acceptable reason must accompany the absence notification.
- Late Arrival / Early Departure:* In order to maintain accurate attendance records, the School is required to record students who arrive late and or depart early. Students arriving at school after 8.40am must report to the Office, sign the Late Register and pick up a Late Pass. If a student needs to leave school early, parents / students must proceed to the Office first, sign the Early Departure register and receive an Early Departure card which is given to the teacher.
- Books:* Books which are the property of the school may be borrowed. Books must be returned to the school the following day, to be available at school, and must be carried in a cloth book-bag.
- Television:* Parents are reminded that research into child development indicates that TV does not contribute to the development of the child. It is recommended that TV-watching is kept to as little as possible for as long as possible.
- Medication:* As a rule, medications are not to be brought into the school. Should special circumstances arise to make it necessary, parents must first discuss the matter with the Principal and complete an authorisation form. Parents will be contacted to pick up children who are sick at school. If parents cannot be contacted medical advice will be sought on their behalf, if necessary.
- Head Lice:* The school follows the Health Department recommendations on the treatment of Head Lice, and undertakes Synchronised Head Lice checks as part of the Head Lice Management Program.
- Report Books:* Report books are a record, by parents and teachers, of the child's development from birth to when he/she leaves Montessori. Report books are available to parents on request, at mutually convenient times.
- Contact with Teachers:* Teachers are available to talk to parents before school between 8.15am and 8.30am and after school between 3.15pm and 3.30pm by appointment.