

School Information



SCHOOL PHILOSOPHY

The St Aloysius College school community operates to a large degree on trust.

Students and staff aim to foster a climate where a sense of responsibility for one's actions is paramount, together with a sincere consideration for the needs of others.

As a consequence, St Aloysius College has developed a set of student policies. These policies are outlined in our Student Policies document.

SCHOOL HOURS

Secondary students

- All students must be in their Home Class ready to start at 8:45 am each morning.
- Students are dismissed at 2:35 pm on Mondays and at 3:20 pm each Tuesday to Friday.

Primary students

- All students must be in their Home Class ready to start at 8:50 am each morning.
- Students are dismissed at 2:30 pm on Mondays and at 3:15 pm each Tuesday to Friday.

All students

- Recess: 11:10 am to 11:30 am
- Lunch: 1:00 pm to 1:45 pm

SUPERVISION

Students are supervised by staff each day from 8:20 am until 3:40 pm (2:45 pm on Mondays). Parents' cooperation is needed to ensure that children are on time for school, as coming to school late causes disruption to class routine. School time will never deviate without prior notice. Out of School Hours Care (OSHC) is available.

For safety reasons, students are not permitted to use the playground equipment unless supervised by a teacher. This rule applies at all times, including before and after school.

Out of School Hours Care (OSHC)

The Out of School Hours Care Centre provides a safe, convenient and relatively inexpensive facility for students who may need to regularly or occasionally remain at school after school hours. The OSHC Centre operates from school dismissal time until 6:00 pm each school day and from 8:00 am to 6:00 pm on student-free days.

Leaving the School Grounds

Students are only allowed to leave the school grounds during school hours if they have written permission from a parent. Students leaving the school grounds during the day must sign in and out at the SAC Office. Year 12 students have special arrangements with the Year 12 Coordinators regarding leaving the school grounds at lunchtime. Lunchtime errands in the city are not permitted.

Rallies and Parades

Occasionally, student rallies or parades are organised by outside organisations. If a parent wishes to give permission for their daughter to attend a rally or parade during the school day, the school must receive written notification the day prior to the event; permission via a phone call on the day will not be acceptable. In giving such permission, the parent then accepts full responsibility for the safety and conduct of their daughter. Students must not wear the school uniform to any rally, whether during school time or not, unless given specific approval by the Principal. This decision will be made on a case by case basis and will, in part, be based on whether the cause is in keeping with the values and ethos of the College.

SCHOOL DIARY

The school diary is an important organisational tool for students and is an important means of communication between teachers and parents. The school diary must not be used as a personal journal.

If a student's diary becomes defaced due to graffiti or any stickers being placed on or in the diary, a new school diary will need to be purchased.

Parents are asked to regularly monitor the school diary and to sign it weekly.

STUDENT ABSENCE & APPOINTMENTS

If a student is expected to be absent, parents are asked to ring the dedicated student absentee line (8217 3213) or sms 0407 724 721 before 9:00 am on the first day of absence so that teachers can be notified of the possible length of absence. Parents will be contacted if a student fails to arrive at school without notice of absence. Parents are requested to write a note in the student's school diary, explaining the reason for absence. This must be shown to the Home Class teacher when the student returns to school.

A written explanation of absence must be given to the Home Class teacher before the student resumes for the day.

A parent or guardian must apply for an exemption from school attendance if they wish to take their child out of school temporarily eg family travel or holidays, medical or health reasons. Parents are generally advised to avoid family holidays during school term time, especially for senior students in their final years of schooling. Attendance at lessons is very important and teachers are not expected to support students in keeping up with the work occurring in class where a student is absent on a family holiday.

HOMEWORK POLICY

Homework is very much part of the study program at St Aloysius College. Students are expected to complete homework set by their teachers. In general, this could include specific tasks such as worksheets, assignments, projects or completing set exercises and reading.

At St Aloysius College we are very conscious of the many demands on students and homework should not deny students the opportunity to spend time with their family, friends or engage in other interests. Students should be able to develop the ability to incorporate homework into their life at home in a balanced way.

PHONE CALLS FROM PARENTS

If a parent has an urgent message for their daughter, please ring the SAC Office (8217 3200). Urgent messages will be delivered promptly to your daughter. We ask that this procedure be reserved for genuinely urgent matters, as disruptions to all students' learning in the class need to be kept to a minimum.

Whenever possible, we ask that information about times and places to meet after school, planned doctor's appointments etc be arranged with your daughter the previous evening.

KEEPING A HEALTHY BALANCE

Sport, music, dance, art, drama, youth groups, Church groups and experience of work are just a few of the many interests of important educational value available outside of the school curriculum and we encourage our

students to pursue interests in these areas. Family activities and leisure time are also very important. Consequently, it is important that students develop the ability to incorporate homework, sporting, cultural, family and social activities into their time away from school in a balanced way.

Students should not use homework as an excuse for neglecting family responsibilities, non participation in important family activities or neglecting other responsibilities. Often homework tasks will involve work of an ongoing nature, such as a project that has a due date several days in advance, so students can plan ahead to incorporate family and other responsibilities.

If a student foresees a problem such as a family event that will clash with the night's homework, or the student is unable to complete homework or a set task by the due date, the student should, at the first opportunity, approach the teacher to explain the problem and seek an extension to the due date. Students with genuine problems will always be granted an extension of time.

CATHERINE MCAULEY LIBRARY

The library is a very important centre of information at the school. It contains resources for study and research, as well as fiction and non-fiction for leisure reading. There are more than 30,000 resources – fiction, non-fiction, subject encyclopaedias and dictionaries, DVDs, posters and magazines. The library website contains a wealth of online resources that can be accessed at home and at school.

The library subscribes to a number of external databases and publications.

The library is open each day from 8:00 am until 5:00 pm. Students may borrow from the library at any time within these hours.

TEXTBOOK LOAN & E-BOOK SCHEME

Students are supplied with textbooks and learning resources through the SAC Textbook Loan & E-Book Scheme. Students in senior secondary years may have additional workbooks etc which need to be purchased.

SAC NEWSLETTER

A newsletter with information about all the activities and news of the College is available from our website (www.sac.sa.edu.au) each fortnight.

PARENT/TEACHER NIGHTS & STUDENT REPORTS

Two Parent/Teacher interview sessions are held for each year level from Primary through to Year 12 during the year.

Reception to Year 6 student reports are issued three times per year. Year 7 to Year 12 student reports are issued at the end of each term.

CURRICULUM EXTENSION ACTIVITIES

A range of curriculum extension activities are provided at the College, including:

Numerous sports teams, Drama productions, Choir, Orchestra, various instrumental ensembles, Debating, Duke of Edinburgh's Award Scheme, Tournament of Minds and Social Justice Group.

INTERSCHOOL SPORT

Students are encouraged to participate in interschool sport competitions. A range of sports is available at the College, including swimming, athletics, netball, tennis, soccer, basketball, volleyball, beach volleyball, water polo, badminton, lacrosse and touch football.

PRIVATE INSTRUMENTAL/VOICE TUITION

In addition to the Music studied as a school subject, opportunity is provided for private instruction in a range of areas, including singing, guitar, bass guitar, saxophone, piano, cello, keyboard, flute, percussion, violin, viola, drum kit, oboe, clarinet, trumpet and trombone. Other instruments may be available upon request.

CANTEEN

A well equipped and efficient canteen is run by staff members, together with voluntary help from parents. Students ordering lunches are to do so before school, using the lunch order bags provided.

We would greatly appreciate your assistance as a canteen volunteer. This not only gives you an opportunity to become involved in the school in a practical way, but also offers you a chance for regular contact with the school and with other parents.

SMOKE FREE ZONE

St Aloysius College is a smoke free learning environment at all times. In our teaching and educative role, we are committed to developing a balanced, healthy lifestyle. Consequently, the grounds of St Aloysius College and all school events are smoke free. As a community we appreciate your support of this policy.

MERCY IN ACTION PASSPORT (MiAP)

MiAP, the Mercy in Action Passport, is a whole school community service program that aims to encourage every student in the school to experience the personal development that flows from making a difference to those in need. Such community participation is widely accepted as making an enormous contribution to learning, confidence, personal growth and happiness, as well as promoting responsible citizenship, concern for others and, most importantly, participating in God's work of loving creation.

Reception to Year 5 classes will be involved in class-based actions and projects (one hour a term). Year 6 to 9 classes will undertake acts of service with their classes and also in their own time (two hours per term).

On graduation from the Primary School, students will have earned a Bronze Certificate for 30 hours of community service and a portfolio of their written reflections will be handed back to them for them as a record of their practical commitment to works of mercy.

On graduation from the Senior School, students will have earned their Silver Certificate for 60 hours of community service and will be handed back their portfolio of written reflections to accompany their academic results in the compilation of their personal resumes.

Students may also choose to earn Gold (120 hours) and Platinum (240 hours) Certificates for extra service and can select from the following types of service:

School-based:

Assisting in the canteen and library (application and interview required), the school recycling program, reading buddies for Junior Primaries, homework assistance for our EAL students, leading the Project Compassion campaign in the school, selling badges for charities, Social Justice Group fundraisers and campaigns, the Argentina Mission, the Duke of Edinburgh's Award expedition to the Tiwi Islands, the exchange with Pipalyatjara/Wiltja schools, promoting the school Walkathon and Mercy Day Carnival, attending 'MiAP evenings' once a term to cook and prepare food for the homeless and assemble other practical resources for those in need.

Wider Community:

Red Cross Blood Donor program (over 16s), Edmund Rice camp leader (over 16s), volunteering for Fred's Van (Ferryden Park), Meals on Wheels, working in a local Op Shop or hospital canteen, work for a multicultural community organisation, parish-based youth projects, environmental actions (eg tree planting), volunteering in a local nursing home.

Home and Family:

Unpaid jobs for parents, care of siblings or elderly/disabled relatives.

In order to gain credit for community service undertaken outside school hours, students will need to ask their parent/guardian to sign a verification slip confirming that they have completed the requisite number of hours. Each student will also need to submit a short written reflection on their action.

All students will be required to complete the requisite number of hours (*as stated above*) to comply with the requirements of the Religious Education program.

SCHOOL UNIFORM

The official uniform supplier is:

St Aloysius College Uniform Shop
53 Wakefield Street
Adelaide SA 5000
Ph. 8217 3200 or 8217 3267 (direct)

The SAC Uniform Shop is open at the following times for specialist uniform fittings:

School Terms

Tuesdays 8:15-11:30 am Wednesdays 1:00-4:00 pm Thursdays 8:15-11:30 am

School Holidays

Opening times are advertised in the SAC Newsletter prior to the end of each term.

Summer Uniform (Terms 1 and 4)

1. Check dress (regulation style) incorporating the embroidered College logo - *available only at the SAC Uniform Shop*. Length should be mid-knee.
 2. Summer school hat compulsory for all students.
 3. Either:
 - a) Long white regulation school socks with mauve and purple trim with brown flat, regulation lace-up shoes (no high heels) or brown T-bar shoes. By law, students are required to wear covered shoes in laboratories.
- or

- b) Roman sandals with no socks.
4. On cold days in Terms 1 and 4, students may wear their school blazer over the top of the dress, or they may wear the school jumper or vest over the dress.

Winter Uniform (Terms 2 and 3)

1. Chocolate brown blazer with mauve and purple trim with school monogram.
2. Chocolate brown tunic with mauve and purple pinstripe (length as for summer dress).
3. Purple and white striped shirt (regulation style).
4. Chocolate brown tights or long, chocolate brown regulation school socks with purple and mauve trim with flat, brown regulation lace-up shoes (no high heels) or brown T-bar shoes.
5. On cold days in Terms 2 and 3, students may wear the regulation chocolate brown, long-sleeved V-neck school jumper or the chocolate brown vest (incorporating the SAC crest, available only from the SAC Uniform Shop) under the blazer.
6. On very cold days in Terms 2 and 3 a regulation SAC scarf and brown gloves may be worn (available from the SAC Uniform Shop).

School Bag

All students must have the regulation St Aloysius College brown school bag or backpack.

When we chose the backpack currently in use, we researched medical and health care advice on backpacks versus trolley bags. As a result of a study, chiropractors recommend backpacks, not trolley bags. Of concern is spinal rotation and its effect on growing backs. Consequently, our policy is for the backpack to be used unless a student's doctor writes to advise otherwise.

You may find the following article of interest on this topic:

<http://chirohealth.com.au/those-heavy-school-bags/>

Physical Education Uniform

Available only at the SAC Uniform Shop (except sandshoes).

Students are required to wear the following PE uniform:

- embroidered gold polo top
- black sport shorts with gold and purple piping
- black tracksuit pants with gold and purple piping
- St Aloysius College purple rugby top
- white socks with purple and gold trim
- sandshoes
- hats for Reception to Year 10 students and Year 11 and 12 PE students (compulsory Term 1 and Term 4)
- SAC PE jacket (optional)

Swimming Requirements

- one piece bathers
- goggles

PE Uniform on PE Days

Students are permitted to wear their PE uniform to and from school on the days they have Physical Education practical lessons, provided the full and correct PE uniform is worn.

Wet weather days

1. Students may use an umbrella coming to and from school. An umbrella may also be used on school excursions if it is safe to do so eg not too crowded. Students may not use an umbrella at recess or lunch in the school yard due to safety concerns.
2. The Uniform Shop sells a SAC waterproof jacket. The SAC waterproof jacket may be worn at any time, including to and from school, with the PE uniform. The SAC waterproof jacket may also be worn with the summer or winter uniform to and from school if it is raining at the time or about to rain, but taken off at other times.
3. A plain, single coloured raincoat, parka or spray jacket may be worn to or from school whilst it is raining or about to rain, but then taken off once the student is within the school property.

4. Students in OSHC after school may wear the SAC waterproof jacket, or a plain, single coloured raincoat, parka or non-SAC spray jacket.
5. Any umbrella, raincoat, parka, or non-SAC spray jacket must be free of offensive text or design, as deemed by the school.

Please Note:

1. Make-up and nail polish are not permitted.
2. Sleepers or studs may be worn, but students are only permitted to wear one earring in each lower ear lobe. Earrings are not to be worn higher up on the ear. No other types of earrings are permitted. The only other approved jewellery items are watches, one plain, low profile ring, medical bracelets, either a silver or gold religious medal or simple cross on a plain silver or gold chain. Nose rings or other body piercings are not permitted.
3. Shoes are to be polished.
4. Blazers are compulsory items and must be worn to and from school in Terms 2 and 3.
5. Hair is to be well-groomed. A ribbon, clips, hair slides, head band or a scrunchy must be used to tie back hair if it is below collar length – permitted colours are brown, beige, white, black, purple or gold. Extremes in hair styles or colouring, as determined by the school, are not permitted.
6. Headscarves worn for religious reasons must be one of the approved headscarves sold from the SAC Uniform Shop.
7. An old shirt or overall is useful for Art lessons.

HOUSE COLOURS

All students belong to one of four Houses. The Houses and their colours are:

St Anne – purple
St Clare – white
St Margaret – yellow
St Teresa – green

Uniform Enforcement Process

Wearing the school uniform correctly reflects favourably not only on the individual student but also on the College.

Conversely, a student who does not wear the school uniform correctly reflects poorly on herself and the College. In turn, this could mean that students from the College applying for a Work Experience placement or graduates applying for jobs are not looked upon quite as favourably. Consequently, all students are required to comply with the School Uniform Policy.

Students must familiarise themselves with the School Uniform Policy.

Students who arrive at school in **serious breach of the School Uniform Policy** (eg facial piercings, extreme hair colourings or styles) may result in immediate exclusion from school. The student will need to go home and remain excluded from school until compliant with the School Uniform Policy.

For other infringements the teacher will speak with the student and seek immediate compliance. If the student does not comply a note will be written to parents in the school diary or a letter will be sent home to the parents. If compliance is still not achieved, then the student will be excluded from school until a meeting is held between the parents and the Principal or a Deputy Principal and the future of the student at the College is discussed and decided.

LOCKERS & LOCKS

Students who are provided with a locker must use it to store their personal possessions. Food or drink must not be stored overnight in the locker. Students must keep their locker locked when not accessing it. Only a combination lock purchased from St Aloysius College is to be used on the locker.