Dear Families,

**World Teachers Day - Tomorrow - Friday 30th October**

Tomorrow morning the staff will gather at recess to celebrate World Teachers Day. We thank the Parents and Friends Committee for organising morning tea and the Grade 6 parents who have donated a plate to the morning tea. We greatly appreciate the kind gesture of all involved. My thanks to all staff for their ongoing commitment to their role as teachers/staff. As a community we are fortunate to be surrounded by a committed team who keep the welfare of each child at the focus of their role. I thank the staff for all that they do. As teachers/staff we are most fortunate to work in partnership with parents in a role where we can make a direct impact on the formation of a child’s future.

Dear Families,

It is my great pleasure to advise you I have reappointed Paul Wakeling as Principal of Holy Family School for a term of five years.

I am sure that you will agree with me, that since his appointment as Principal the school has gone from strength to strength, and is truly a wonderful learning environment for the children of our Parish, as well as a supportive and welcoming community for you their families. Over the past few weeks Paul has presented an account of his work as Principal and also his plans to continue to develop and grow Holy Family School over the years ahead. Holy Family School forms an integral part of our broader Parish community and I look forward to working closely with Paul in the years ahead, as we continue to deepen a love of God and lifelong learning, not only in our children, but in each one of us.

Father Nicholas Pearce
Parish Administrator.
Class Formation Policy

In newsletter for the past 2 weeks we advised parents of the opportunity to write to the school should you have any supporting information in regards to the placement of children in 2016 classes. We also wrote about 'teacher shopping' and how some parent requests can compromise our very detailed class formation process.

This week we provide an insight for parents on how we go about forming our classes. The staff spend many hours in consultation, and at times healthy debate, on how classes can best be structured to cater for every child within the school. The information below aims to provide parents with an insight into how classes are formed. Below are some excerpts from the 'Class Formation Policy:

Aims

- To provide each child with the opportunity to be part of a class of children that will allow them the best opportunity to learn.
- To form well balanced classes of children that take into account the social, emotional, academic and physical characteristics of each child.
- To ensure that optimum use is made of the prior knowledge that teachers, parents and others have of each child prior to class placement.

Implementation

- While the allocation of children to various classes, class structures and class compositions are all ultimately responsibilities of the Principal, a collaborative process with the school community will be employed.
- The process of forming classes will commence in Term 4 of the previous year.
- The principal, in consultation with staff and after considering student numbers, will determine the number of classes for the following year, class sizes and the year levels of each class.
- The principal will formally seek input from parents via the newsletter. All parent input must be directed to the Principal and placed in writing. If practicable, the Principal will inform staff of parent input prior to the formation of classes.
- Consideration will be given to:
  - Attempt to keep student numbers the same in each grade
  - Attempt to create a gender balance
  - Identify with students who are currently on integration funding or fall below the national benchmark in literacy/numeracy.
  - Identify with students who are 'at risk', (students who have had curriculum intervention).
  - Students with special behavioural, social or emotional needs are identified.
  - (M) medical conditions
  - Ability Balance
  - Siblings to be separated (unless notified by parent)
  - Note past teachers - please see either the Principal/Deputy Principals if you are to have a child in consecutive years.
  - Liaise with staff of the level above & below to check combinations
• Non-class teachers, eg. Specialist teachers, will be given an opportunity to view the list. This can provide a fresh insight.
• The process for grade retention of a child must be presented in early term 3. Please ensure that you are informed on the latest research on grade retention and have entered into discussion on this proposal with the Principal.
• A record of requests that affects placement with another child or removal from another child must be made in writing from the parent. There are many incidental and logical requests made from parents, often that you will agree with, so use your professional judgment. Requests related to a placement for the forthcoming year must be in writing and referred to the Principal.
• Level Leaders will coordinate the class placements, supported by all team members, based on the information provided. Draft lists will be presented to the Principal on a date to be determined in November each year.
• Once draft classes are completed, the principal will make any necessary final alterations.
• Parents are not to be informed of student or staff placements prior to the distribution of classes in December, unless previously negotiated with the principal.
• Details relating to the school organisation, classes of children, and the roles of teachers will be released to parents with their child's end of year report.
• Concerns regarding the placement of specific children in classes, the allocation of particular teachers to classes, or the overall structure of classes must be directed to the Principal.

Children Involvement in Class Formation

In 2013 the Education Board and school leadership discussed the detailed process that the staff undertake to form classes for the preceding school year. School leadership spoke of the previous practice in which children had the opportunity to nominate 5 children whom they worked productively with. The focus being ‘working well with’ rather than ‘best friends’.

Over a number of years the staff have found the nominations of students extremely challenging as children have often nominated students, who whilst they may be great friends with, are not positive academic influences within the classroom. The staff have also found it extremely challenging to balance the requirements of the ‘Class Formation Policy’ along with the sometimes errant requests of students.

School leadership, and members of the Board, elected to alter the ‘Class Formation Policy’ and to abolish the practice of seeking the feedback of students on who they would like to be placed with in classes. It was unanimously decided that school staff have the expertise, are well aware of each child’s social relationships and have the wellbeing of every child at the centre of their thoughts to ensure that each child is placed in the optimum classroom environment.
Parents & Friends Committee Nominations

The Parents and Friends Committee will be holding its Annual General Meeting on Tuesday 17th November. At this meeting we will be referring to nominations to join the Parents and Friends Committee for the 2 year period 2016/2017. Parents wishing to join the committee are required to complete a nomination form that can be found on the School website (refer to the school community tab, or through the school office). Parents wanting to know more about the function of the Board are encouraged to contact a current Board member or staff members Anna White, Eithne King or Paul Wakeling.

Nomination Forms for 2016-2017 – Due Thursday 5 November

Holy Family Education Board

The Education Board will be holding its Annual General Meeting on Monday 16th November. At this meeting we will be referring to nominations to join the Board for the 2 year period -2016/2017. Parents wishing to join the Board are required to complete a nomination form that can be found on the School website (refer to the school community tab, or through the school office). Parents wanting to know more about the function of the Board are encouraged to contact a current Board member or staff members Anna White, Eithne King or Paul Wakeling.

Nomination Forms for 2016-2017 – Due Friday 5 November

BOOK FAIR

When: Monday 23rd November to Friday 27th November
Where: Holy Family School Foyer
Times: 8:30am to 9:30am
       3:00pm to 4:30pm

Come along and browse a huge selection of children’s books for all ages.
There will be fiction, non-fiction, and a great selection of activity packs, posters, and so much more.
This is a great opportunity to do some shopping for Christmas.
Please see the back of this flyer for payment options.
Thank you to all Grade 3/4 level families who joined the Parish mass on Sunday morning. It was great to see so many families joining together for mass. We hope that the children, and many of the parents, had fully recovered from Friday’s Sovereign Hill excursion. Thank you to our many parent helpers who supported the children and the Grade 3/4 staff team on Friday. We greatly appreciate the time and energy given to the day by all parent helpers. Our thanks to the Grade 3/4 staff for their efforts in preparing and leading a wonderful day.
2016 Stationery Orders

2016 booklists were distributed to all students in Years 1-5.
Booklists for students in Grades 1-6 are individual, as some items may be carried over from the previous year, and will not need to be reordered. These individual packs attract a few options—school delivery (Mount Waverley Secondary College—Tues. Jan.19), home delivery, self-service or shop collect. 1-6 orders need to be finalised by Monday 7th December.

ALL BOOKLISTS NEED TO COMPLETED either online or delivered directly back to school. Instructions on how to order online (Years 1-6 2016) and delivery options for Years 1-6 are printed on the order form.

Please contact Eithne King if you have any queries.
Term 4 Calendar – refer to School Website
We refer all families to our school website for the term 4 calendar. The website address is www.hfmw.catholic.edu.au. Please refer to the ‘News Events’ page to find the calendar link. Please make note of all the events that will be taking place in a very busy term 4.

Term 4 Summer Uniform & ‘No Hat - No Play’
We alert parents that children can make the transition to summer uniform at the beginning of term 4. We also remind parents that term 4 has a ‘No Hat – No Play’ Sunsmart policy. Children without hats at school will be restricted to paying under the shade cloth in the quadrangle.

Students Departures/Future Numbers
If your children (Grade Prep-5) will not be returning to Holy Family in 2016 we ask that you notify us in writing at the earliest possible time. This information is essential as we plan for 2016 class structures.

Student Illness
As advised last week through the school app we have a high number of children who are absent from school due to illness. We ask that parents please keep an eye out for your children if they present with high temperatures, feel lethargic, complain of stomach pains etc. If in doubt please keep your children at home. Hopefully the 4 day long weekend will aid in preventing this illness from spreading amongst our student population.

Prep Transition Program - Wednesday 11th November - 1.30pm-3.00pm
The third of the Prep Transition Sessions will be held on Wednesday 11th November.

Term 4 Newsletter Distribution - Email only
- Please check your email inbox
To gain access to the weekly newsletter please email the school office with the preferred email addresses to which the newsletter will be delivered. There can be multiple email addresses for each family. Please email your email address/es to office@hfmw.catholic.edu
**Kids Café Term 4**

In Term 4, Kids Café will open at lunchtime on days over 30 degrees. Icy-poles and 'Moosies' will be the only items for sale at lunchtime. A message on the school app will be posted the day before indicating if Kids Café will be open the next day at lunchtime.

Kids Café will continue business as normal on Thursday and Friday at recess during term 4.

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**Barefoot Bowls Social Night**

**Friday 13th November 2015, 6pm - 10pm**

Come and kick off your heels for the night and join in the frivolity of Barefoot Bowls at Mt Waverley Bowling Club. This social night is a chance for both parents and teachers to kick back, relax and have some fun.

Time: 6pm - 10pm, Bowls will start at 6pm BBQ dinner will be served during bowls but guests are welcome to bring their own food and drinks around equals at Mt Waverley Bowling Club. Come dress like a rock and roll or Madmen Paradise, Mt Waverley.

Cost: $35 per person, includes bowling and BBQ outside during bowls. Drinks at very reasonable club prices.

RSVP: Monday 6th November. Please return envelope with reply paid to: P&F Office 8, 169 Geelong Road, Ormond, 3204.

PLEASE NOTE THIS IS A PARENT EVENT, NO KIDDIES PLEASE

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**Kids Café**

**Thursday 29th October**

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<th>Lisa Famularo</th>
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Please contact Marice Collin at mcollin@optusnet.com.au if you cannot attend the day you are allocated.

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**You're Invited**

**Information evening for future families**

**Date:** Wednesday 11 November 2015

**Time:** 6.00pm

**Location:** Greenhills Campus, 151 Whitehorse Road, Box Hill South, 3128

**RSVP:** Go to www.salesian.vic.edu.au/kids-college and select the link to register now or call 9895 2333

Addressed by Principal Mr Robert Brennan, our Proprietor Father and Director of Education Father Phillip O’Leary OFD and other faith leaders in attendance. We look forward to seeing you there.

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MOVIE NIGHT AGAIN!!

Holy Family Parish is holding the last of our free monthly movie nights for the year for school and parish families.

Date: Friday, 13 November
Time: 6.45 pm for a 7.00 pm Movie Start
Venue: Parish Hall
Movie: LION KING

BYO Snacks (No nuts please)
Happy times such as these with school and parish community are an easy opportunity to build on your child's positive association with your parish...

KOREN CATHOLIC COMMUNITY CHARITY FETE AT HOLY FAMILY CHURCH

The Korean Catholic Community invites members of the Holy Family community to come along to their Fete on Sunday 15th November from 11.30am in the Parish Hall. There will be a Jumping Castle and face painting for the children and many stalls selling cakes, jams, clothes, books, toys, Korean Food, household appliances and more. There will also be raffle tickets to buy with some great prizes to win. All money raised from the Fete will be donated to support a HIV Rehabilitation Centre in India. Please come along and enjoy an afternoon of fun and entertainment.

Sunday: 15th November 2015
Time: 11:00am – 5:00pm