

2025 PROSPECTUS



OUR LADY HELP OF CHRISTIANS SCHOOL PROSPECTUS

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WELCOME

A MESSAGE FROM THE PRINCIPAL



Stephen Madden
Principal

Please accept this Prospectus as a gesture of welcome; it will also assist you to participate in the life of our school community.

This Prospectus includes information that you, as parents, may find helpful in understanding the philosophy and organisation of Our Lady Help of Christians School. Upon enrolment a Parent Information booklet that is updated yearly provides additional information to this Prospectus.

The staff look forward to working with you and your child and know that your child will find, in our school, a happy, friendly and secure atmosphere and one which will stimulate their desire to learn, create and discover.

I hope that you, through your interest, personal involvement and co-operation with us, will come to feel very much part of this school. If you have any problems regarding your child, his/her schooling, feel free to contact myself or staff.

The sense of community that exists at OLHC is a strong one. It is exemplified by the willingness of all members (parents, staff, parish priest, children and parishioners) to support and encourage and be there for each other. This model of good relationships, based on Jesus as our model, ensures that our children grow up within a secure and caring environment.

Children learn when they are happy. OLHC School strives to provide an atmosphere which gives each child a sense of self worth, gives encouragement and assistance in a secure environment, challenging the child to grow, develop their talents and to become the best person they can be.

Our Lady Help of Christians School accepts students from Prep to Year Six. Students who are Catholics have a primary right to enrolment. Non-Catholic students whose parents accept the School's Vision and Mission Statements and Policies are welcome and will be enrolled whenever places are available.

Students are grouped in straight level classes. In 2025 we will have three classes in each level Foundation to Grade 6 giving us 21 groupings of students.

As well as having comprehensive curricula which is grounded on gospel values we have:

- Parents who are committed to supporting the efforts of the Staff.
- Staff who are committed to the development and implementation of curriculum that is based on sound educational theory and practice.
- School grounds, which are spacious with ample space for a variety of recreational and sporting activities.

Our Lady Help of Christians is a member of the Warrnambool and District Catholic Schools Network and as such shares many activities with Emmanuel College and the six catholic primary schools in the district.

We look for opportunities to take part in a variety of local community activities, which promote the school and the local community.

I look forward to sharing your involvement and support of our School.

VISION STATEMENT

"Jesus said, "I am the Way, the Truth and the Life".

Our Lady Help of Christians is a Catholic school committed to educating the whole child and celebrating our Faith through Christian values. With peace, love and respect and inclusiveness, we welcome families, members of our parish and the wider community to our child safe school.



MISSION STATEMENT

We are committed to celebrating our Catholic Faith and Christian values.

By:

- Providing Religious Education in partnership with parents and parish that is well planned, integrated and supportive of parents as the Prime Educators of their children in the ways of faith.
- Providing opportunities for students, staff and families to be actively involved in the celebration of our Catholic Faith through liturgies, prayer traditions, and parish life.
- Providing an atmosphere that develops and promotes Peace Through Love and Respect.

We are committed to embracing family, parish and community.

By:

- Promoting a positive working partnership amongst family, parish and wider community.
- Providing a positive experience of parental and community involvement.

We are committed to educating our children through a holistic approach for "Peace through Love and Respect".

By:

- Educating for the social, emotional, spiritual, intellectual and physical well being of every student.
- Providing high quality learning programs and teaching strategies that motivate students to reach their full potential.
- Promoting and implementing positive and consistent approaches to student development.



STAFF ORGANISATION 2025

Parish Pastor:	Fr John Fitzgerald
Principal:	Stephen Madden
Deputy Principal/Curriculum:	Nathan Auld
Literacy Support:	Louise Taggart
Learning Diversity Leader:	Kasey Loudon
Learning Diversity Team:	Genevieve Howland & Sarah McLaren
Student Counsellor:	Rachael Main
Mental Health & Wellbeing	Mel Willis
Information Technology:	Ellen Fitzgerald & Nicole O'Keeffe
LOTE & the Arts:	Suz Auld & Peta Bourke
Physical Education:	Dean Kilpatrick
Integration Aides:	Cate Hocking, Sue Kelly, Leesa Britten, Katie Colla, Melissa Bourke, Stacy Drake, Ava Bishop, Jenny Mabon, Nicole Gynes & Jacqui Toke
Trainees:	Chloe Mutton, Estelle Evans & Matt Edwards
Library - Information Literacy:	Jane Thring
Administration:	Kristen Baillie / Rachel Kelly
Finance Manager:	Christine Cook
Maintenance & Cleaning:	Mark Evans, Brendan Brooks, Noel Anderson & Tanya Murdila

CLASS GROUPINGS AND ROOM NUMBERS

Foundation NM	Rm 2 Natalie Meade
Foundation SD	Rm 3 Sharon Dwyer
Foundation JF	Rm 4 Jane Fish
1JA	Rm 5 Julie Aberline
1JS	Rm 7 Jess Squires
1ES	Rm 8 Erin Sedgley
2BW	Rm 9 Kate-Maree Barnes & Maree Wellington
2SL	Rm 10 Sharon Leslie
2SS	Rm 11 Sharell Smits
4TD	Rm 14 Tara Davey
3RW	Rm 15 Jo Wain & Alex Ryan
3CC	Rm 16 Chelsea Crosier
3CP	Rm 17 Annemaree Chapman & Katlyn Pitt
4BM	Rm 43 Emily McMillan & Nicole Bongers
4MS	Rm 42 Mel Siemer
5OR	Rm 38 Bridget Ross & Hannah Oates
5AG	Rm 36 Alison Greig
5DJ	Rm 37 Dylan Jongebloed
6MM	Rm 39 Sarah Murfett & Bridget McPherson
6SH	Rm 16 Stephen Hogan
6OB	Rm 15 Oliver Bidmade

CURRICULUM



Strategies

OLHC provides a curriculum, which covers the essential aspects of children's cognitive, cultural and spiritual development. The curriculum is challenging, innovative and dynamic, presented by passionate, creative teachers.

Teaching/learning strategies begin with, and build upon the existing experiences of the learners. Skills are then expanded and refined. These skills will equip the children for secondary education and then for a meaningful participation in a changing society.

The use of data from individual assessments early in the year provides the starting point for explicit teaching. Teaching to specific needs in small focus groups is a powerful method of instruction.

We have a 2 hour literacy block and a 1 hour numeracy block daily.

Areas

The following subject areas are covered:
English, Mathematics, Religious Education, Health and Physical Education, Integrated curriculum (incorporating Science, The Humanities, SOSE, Civics and Citizenship).

The following specialist subjects are offered once a week to all classes. Digital Technologies, The Arts - Visual & Performing, LOTE (Japanese) and Physical Education.

RELIGIOUS EDUCATION



Through our Religious Education in particular, we aim to develop a knowledge of our Catholic faith and what it means to live out the message of Jesus in our World today;

- experience of formal and informal prayer, thus giving the children an opportunity of growing in a relationship with God.
- opportunities for Sacramental preparation, revision and celebration with schools in the Star of the Sea Parish.

Parish Sacramental Program

The basic role of the school is to support families in the education of their children in faith development. The School will assist in sacramental preparation of the child. The decision for your child to receive the sacraments is yours. It is important that the teachers be given an assurance that your child will receive the right opportunities to grow in faith. This growth is facilitated by:

Regular attendance at Sunday Mass

* Involvement in the life of the Parish

* Opportunities for prayer and worship

If parents feel they are unable to, or are not ready to, make this commitment it is better that the reception of the Sacraments be deferred until such time as the family is ready, or the child is at an age when they can make the decision for themselves.

In accordance with Diocesan Policy preparation for the Sacraments of Initiation is the responsibility of the Parish in family groupings. The School supports this preparation at the direction of the Parish Sacramental Team.

School Liturgies

All classes celebrate Masses, prayer services or reconciliation at various times throughout the year.

WELLBEING

OLHC employs a counsellor two days per week who works with both groups of and individual students.

Numerous other programs throughout the school are designed to support the wellbeing of our students, staff and families.

Rights, Resilience and Respectful Relationships

As part of our curriculum at OLHC, we utilise the Victorian Respectful Relationships initiative. The initiative focuses on teaching social, emotional and relationship skills to students. It also assists schools to create caring and equitable learning environments, which is in line with Victorian policy and anti-discrimination legislation.

Respectful Relationships is a whole-school approach with six elements: Leadership and commitment, School culture and environment, Professional learning, Teaching and learning, Community partnerships, and Support for students and staff.

At OLHC we aim to build a school culture that fosters optimal Wellbeing. In essence, wellbeing is about functioning well, feeling good and contributing to the world in a meaningful and positive way. We value the opportunity to equip our students with the skills they need to thrive not just at school, but throughout life.

OLHC employs a Mental Health and Wellbeing leader two days per week to build a whole school approach to wellbeing. This role allows evidence-based practices to be embedded within the curriculum, further connection with families and provides an opportunity for students to voice their ideas.

Some initiatives we currently have in place to support student wellbeing include a buddy program, Hands on Learning, structured activities during lunch breaks, meetings with student leaders to foster agency, small group interventions to support specific needs and the School TV resource which provides information to our parent community.

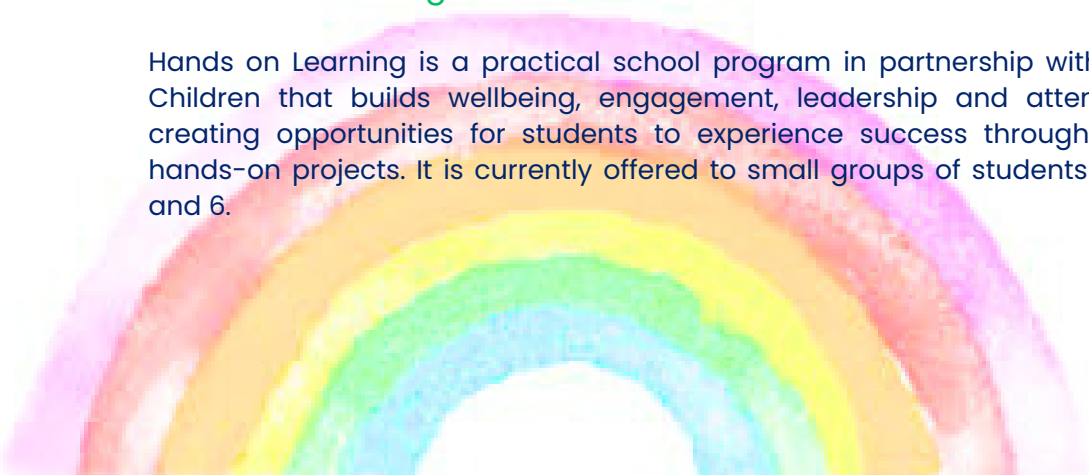
As mentioned, a counsellor is also onsite two days a week to provide more targeted support to individuals and small groups.

Social and Emotional Learning (SEL)

Our Social and Emotional Learning is primarily based on the Resilience, Rights and Respectful Relationships (RRRR) program. This program is evidence based and aligns with both the Victorian Curriculum and Child Safe Standards. Throughout their schooling, students will develop their understanding of emotions and how to regulate them, explore their own strengths and develop skills to build healthy relationships. They will also increase their ability to solve problems, and expand their repertoire of coping skills to support the building of resilience.

Hands on Learning

Hands on Learning is a practical school program in partnership with Save the Children that builds wellbeing, engagement, leadership and attendance by creating opportunities for students to experience success through authentic hands-on projects. It is currently offered to small groups of students in years 5 and 6.



SCHOOL UNIFORM

Our uniform reflects the distinctive nature of Our Lady Help of Christians School. It encourages a sense of belonging and provides a visible identity with the East Warrnambool Parish.

Uniform is available from LOWES at Gateway Plaza. It can be purchased online or instore.

A full list of uniform requirements can be collected from the school office and details can be found at

<http://www.olhcwarrnambool.catholic.edu.au/uniform.html>

Each term we have a second hand uniform sale to help get to going for the following term when there is a change from summer to winter & vice versa.



PARENTAL INVOLVEMENT

By the very nature of our school, community and parent involvement is implicit in its existence.

Catholic schools historically grew from the expressed needs and involvement of Catholic parents.

Parental involvement has to be a distinctive feature of a Catholic school because it is you the parents, who express the need to have Catholic Schools and hence send your child to one.

At OLHC we pride ourselves on our level of parental involvement.

Parents assist with learning programs, swimming and sporting programs, camps and excursions and other extracurricular activities.

Parents also assist through the School Advisory Council and

Parents and Friends Association.

School Advisory Council

OLHC SAC brings together in a spirit of co-operation the Principal, representatives of parents, teachers and parish so that responsible informed advice can be given to the Principal.

Membership comprises:

Ex-officio Member: Principal.

Elected Members: Six representatives elected by the school community.

- Co-opted members – as many as two persons as appointed by the SAC.

The SAC meets at each term and twice in term 4.

Parents & Friends Association

This is a voluntary organization of parents who provide on going support and assistance to the school by:

- Communicating and co-operating with the SAC, Principal and School Community.
- Providing practical help to the School and SAC.
- Encouraging and fostering involvement of staff, students and parents in the activities of the school and this Committee.
- Promoting the values outlined in the Vision and Mission Statements of OLHC.
- Providing financial help to the school as a result of fund raising activities.
- Providing assistance and support for the efficient operation of the School Canteen.

The group is administered by an elected Committee. This Committee is responsible for the running of monthly meetings of the whole parent body. A term of office for Committee members is two years.

The PFA meets termly.

PARENT TEACHER CONTACT

Information sessions between parents and their child's teacher take place in 1st term. These are called Early Steps Conferences.

Parent Teacher Conferences are early term 3, or on request of either parents or teachers.

Parents may wish to meet with teachers at other times and this is encouraged. In these circumstances arrangements are made for a mutually suitable time. Parents are advised that teachers cannot conduct an interview at the classroom door.

Second and fourth term are when formal reports reflecting progress against the Standards as outlined in the Victorian Essential Learning Statements are sent home.

ASSEMBLIES

Monday morning in The Eugene Dalton hall. This is when we gather to pray and welcome in the week with the children.

On scheduled Friday afternoons at 2.30pm assemblies are held in the Eugene Dalton Hall. These assemblies are conducted by each class on a rotational basis and involve a prayer time, and a snapshot of activities from their classroom, any issues from around the school are discussed and awards are distributed.

This is an important time together as a school and builds our spirit of community.



SCHOOL FEES & OTHER COMPULSORY FEES

By virtue of belonging to the Catholic community, children have a right to education in our Catholic School. Parents choosing to exercise that right on behalf of their children accept the consequence of obtaining funds to cover the cost involved in providing such education. That portion of cost not covered by Government Grant is principally met by the charging of school fees. [Full School fee Policy is available upon request]

- The School Advisory Council has a clear expectation that ALL FAMILIES will make a contribution towards Fees and Levies.
- It is the responsibility of parents to inform the School Principal if difficulty is experienced in meeting the School Fees contribution.
- The SAC will meet to set all associated fees annually, within the guidelines provided by the Diocesan Catholic Education Office, Ballarat. The compulsory Fees and Levies charged will be as follows:

Please note the fees below are for the current year and therefore only a guide.

Family Fee: for tuition, set within the range suggested by the Diocesan Education Board.

\$ 1210

Student Levy: [per student] to meet the cost of classroom requisites, excursions, concerts etc.

\$ 280

Full day/overnight excursions and camp costs are not included.

From \$50 to \$ 350

Technology Levy: [per family]

\$ 110

Swimming Levy: [per student] to cover lesson and transportation costs

Foundation – Yr 5 \$ 85

Beach Safety Levy : [per student] to cover lesson and transportation costs

Yr 6 Beach Safety Program \$ 85

Capital Levy: [per family] to cover the provision and maintenance of buildings and other items of capital value

\$ 350

Healthcare card holders are eligible for a Family Assistance discount.

- At the beginning of each School Year parents will be asked to indicate their preferred frequency of payment i.e, fortnightly, monthly, per term or annual basis and the method of payment eg Direct Debit, Cash/Cheque or EFT.
- All fees/ Levies are to be paid by the end of 3rd Term unless negotiated with either the Principal or the Bursar.
- Fees/Levies will be billed for the whole year at the beginning of the year. Accounts will be sent out at the beginning of each term and regular reminder notices in the School Newsletter.
- The Student Levy and Capital Levy are to be paid upfront at the start of the year, except for those families paying by Direct Debit.

Before the end of Term 4 parents will be advised of the fees and levies for the coming year.

Family Assistance Program

Parents/Guardians who hold a current Pensioner Health Benefits Card, or a Health Care card or Health Benefit Card are eligible to apply for this program. This will be advertised through the newsletter and you are asked to contact the office staff.