Dear Parents & Carers,

Welcome back to school and a very warm welcome to our new Kindergarten children and those children and families who are joining us at St Monica’s for the first time in 2016.

At our first assembly last Wednesday, we prayed the following Peace Prayer as a community and we will continue to pray it at various times during the year:

> Lord,
> Make me a gentle person,  
> Who brings your peace to other people.  
> Where people are sad,  
> Let me bring joy.  
> Where people are lonely,  
> Let me bring friendship.  
> Where people are hurtful,  
> Let me bring forgiveness.  
> For it is in giving that we receive,  
> And it is in service to others  
> That we become more like Christ.  

_Amen_

I also reminded the children about the three things that I would like them to use to guide their behaviour during the year:

- Listen carefully to your teachers and always do your best work
- Respect each other through your actions and words
- Look out for each other

I wish everyone a happy and successful 2016.

.............

I would also like to thank once again, the community for its response during our evacuation last Friday. All staff and children evacuated in a calm and orderly manner and I would like to publicly acknowledge the professionalism of all staff. Windsor Police responded promptly and kept me informed as to the protocols that they had in place. The Principal and community of Richmond Public School were very welcoming and generous in providing a comfortable place for us to wait until we were able to return to school. Thank you also to all parents who responded by picking children up. We received many positive comments from parents about the manner in which we evacuated. I am aware that there were some issues with the SMS alert sent from the Catholic Education Office, which is why I would encourage parents who did not receive the SMS alert to complete the tear-off section of the letter that was sent home yesterday.

Cameron Lievore  
Principal
Canteen News

To all 2015 volunteers for the canteen:

If you do not wish to volunteer this year or you need to change the day you volunteer could you please notify Alison on 0428 228 121 as soon as possible so the new roster can be finalised.

January Birthdays!

Happy Birthday to the children who celebrated their birthday in January and over the school holidays ............

*Jayanna A 3W  *Olivia G 6B  *Samuel K 3W
*Daniel B 5B  *Joshua B 3B  *Emilie M 1W
*Nicole C 4B  *Riley H 3B  *Conner H 3W
*Taylor H-H 6W  *Patrick H 6W  *Tiffany B 1W
*Emma M 2B  *Will B 6B  *Ellie S 5B
*Lidia H 2W  *Jack P 5W  *Cameron F 1W
*Mia G-P 3B  *Ella C 5W  *Lincoln D 2B
*Hunter R 1B  *Ashton H 3W  *David R 6B
*Danielle C 6W  *Emily X 6B  *Bianca M 6W
*Claudia J-B 5W  *Charlie S K-6G

To the children celebrating their birthday over the next 2 weeks..............

*Sarah H 3W  *Ollivva S 1W  *Sienna B 4B
*Bryce R 4W  *Lawson D 2W  *Natalie Z Kindy
*Sophie Z Kindy  *Kayla S 6W  *Kate B 6B
*William P 3W  *Logan B Kindy  *Tara C 6B

Cake Raffle

Cake Raffle is held every Thursday. Please check each fortnight to see if your child is rostered to supply a cake on this day. The cake can be homemade or purchased from the supermarket. Tickets are sold for 20cents each.

Week 3 – Thursday February 11

<table>
<thead>
<tr>
<th>Kinder</th>
<th>Anthony A</th>
<th>Kinder</th>
<th>Seanna B</th>
</tr>
</thead>
<tbody>
<tr>
<td>1W</td>
<td>Nickolas B</td>
<td>1B</td>
<td>Jacob B</td>
</tr>
<tr>
<td>2W</td>
<td>Ashton B</td>
<td>2B</td>
<td>Sean A</td>
</tr>
<tr>
<td>3W</td>
<td>Jayanna A</td>
<td>3B</td>
<td>James A</td>
</tr>
<tr>
<td>4W</td>
<td>Clayton B</td>
<td>4B</td>
<td>Kevin A</td>
</tr>
<tr>
<td>5W</td>
<td>Emily B</td>
<td>5B</td>
<td>Georgie A</td>
</tr>
<tr>
<td>6W</td>
<td>Declan H-L</td>
<td>6B</td>
<td>Kate B</td>
</tr>
</tbody>
</table>

Brynorms Uniform Shop

Brynorms are out of stock of size 6 jumpers at the moment. If the weather is cold, students are allowed to wear any jumper to keep warm until new stock arrives.

Brynorm apologises for any inconvenience.

CHANGES TO BUSWAYS Timetable School Bus 5032am Service

Commencing Wednesday, January 27, 2016, there has been a change to the morning School Bus 5032. Due to a network review of services west of Richmond, School Bus 5032 will be renumbered School Bus 5121, with an altered transfer location as detailed below:

School Bus 5121 will transfer with School Bus 5085 at the gravel pit 400m south east of Colo High School at 7:47am.

For further information and timetable please contact Busways customer Service on 9497 1897 or visit their website www.busways.com.au

You are invited to the St Monica’s Family Fun Night Bush Dance on Friday 12th February 2016

We would like to invite all 2016 Students and their families to the St Monica’s Annual Family Fun Night held on the school grounds on Friday 12th February between 6.00pm to 8.30pm.

The P & F have arranged for the Billy Tea Bush Band to join us and provide a night of singing and dancing following their day running a musical dance workshop at the school.

We will be providing free cold drinks/ice blocks/tea & coffee. Please note that this is an alcohol free event.

So come along with your dinner, picnic blanket and chairs and join us for a night of music, fun and dance.

We look forward to seeing you there.

ST MONICA’S P & F ASSOCIATION

Helpers needed for covering books

Each year the school library purchases numerous amounts of books, each book is required to be accessioned, this task also involves covering. We are asking for any parent/guardians who would be interested in covering reading books/resources for our children to complete and return the note sent home this week. (Equipment will be supplied and sent home with your child on a Friday).
**Morning Drop Off:** Please farewell children in the *Covered Learning Area*. All adults must sign in at the office and receive a “Visitors Badge” before passing this point. This is not just a school rule, but a directive from the Catholic Education Office, due to Child Protection Legislation.

**Appointments:** If you need to speak with your child’s class teacher, please make an appointment through the school office. We want to ensure you that we believe very strongly in being available for such meetings.

**School Fees:** Statements will be posted to your nominated address from the Catholic Education Office, Parramatta on 9.2.2016. Just a reminder that school fees will be billed over 3 Terms only. For families who had a child in Year 6 who has left, please ensure that you change your BPay details if set up automatically, as the student number will no longer be on our system.

**Mobile Phones:** The use of mobile phones by students is not permitted during school hours. If your child has a mobile phone for after school contact with parents the phone must be turned off and kept in their school bag or given to their class teacher for the day. Please discuss this matter with your child.

**Morning Arrivals:** The playground duty roster for student supervision commences at 8.20am. Students arriving before this time will need to sit outside in between the year 1 & 2 classrooms with their school bags. Bourke Street gate (near the Year 6 classrooms) will be opened at 8.30am for STUDENTS ONLY entry. This is NOT an entrance for parents. If you wish to accompany your child onto the school grounds, please use the Francis Street entry. Bourke Street gates will be locked at 8.50am.

**Punctuality:** Parents are reminded of the importance of having your children at school on time. School commences at 8.50am, all students should be at school by 8.45. I want to stress that late arrival to school means that your child/children are missing important information communication, either at assembly or within class. Late arrival to class also creates a great deal of disruption. If your child is arriving at school after the 8.50am bell, *the parent, or adult who has brought the child to school must accompany the child to the office* to complete and sign a late note. Once this has been attended to and signed by the office staff, the child will proceed to class.

**Afternoon Pick-up:** Parents please wait in the COLA until the 3.10pm bell when children can be collected from the central court yard area, in front of the K-2 classrooms. Please be considerate of children catching buses and teachers already on bus duty. The Bourke Street gate near Year 6 classroom will also be open at 3.10pm for the pick-up of children. Children will still be sitting in their after school positions and parents must walk in to collect them. This gate will be closed promptly at 3.20pm, when remaining children will be moved to the hall. All children should be collected from school before 3.30pm.

**Road Safety:** As you are aware Francis & Bourke Streets are major traffic areas and parents must escort all children across the crossings. Please discuss road safety with your children.

**Parish Car Park:** STUDENTS ARE NOT TO ENTER SCHOOL VIA THE PARISH DRIVEWAY. We know that you will support this as it is for the safety of your children. The Parish driveway is closed from 8.30am to 9.00am and 3.00pm to 3.30pm.

**Sport Uniform and Library Days:** The children are to wear their sport uniform as follows:

<table>
<thead>
<tr>
<th>Sport Days Term 1</th>
<th>Library Days Term 1</th>
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</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>Thursday</td>
</tr>
<tr>
<td>Kindergarten</td>
<td>Monday</td>
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<tr>
<td>Year 1</td>
<td>Thursday/Friday</td>
</tr>
<tr>
<td>Year 2</td>
<td>Monday/Wednesday</td>
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<td>Year 3</td>
<td>Tuesday/Friday</td>
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<td>Year 4</td>
<td>Tuesday/Friday</td>
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<td>Year 5</td>
<td>Thursday/Friday</td>
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<tr>
<td>Year 6W</td>
<td>Thursday/Friday</td>
</tr>
<tr>
<td>Year 6B</td>
<td>Thursday/Friday</td>
</tr>
</tbody>
</table>

**Labels:** Please label all clothing and items belonging to your child. The beginning of a school year means many new items all look the same to the children if they are not labelled. Any item of clothing left in the Lost Property Bin will be given to the 2nd hand uniform shop after 2 weeks.
- **Student Banking:** Our Student Banking day is **Monday** of each week. If you would like to open an account for your child please visit your local Commonwealth Bank Branch or see Vanessa in the office.

- **Newsletter:** The school newsletter is published weekly on a Tuesday. Please subscribe to 'E-News' to receive the newsletter electronically via the school website: Please follow the instructions below to subscribe:
  
  **Step 1:** Enter the school web address: [www.stmonicasrichmond.catholic.edu.au](http://www.stmonicasrichmond.catholic.edu.au)
  
  **Step 2:** Select News and Events
  
  **Step 3:** In the drop down box select Newsletters, scroll down and you can fill in your information under Subscribe to our Newsletter. If you wish to place an item in the newsletter, it needs to be given in writing and received at the office by 11 am Monday morning.

- **Uniform Shop:** All our School uniform, except school bags are available at: Brynorms, 328 Windsor Street, Richmond. 45782860. Library Bags, Hats & School Bags can be purchased at the school office. You will be notified of the Second hand Uniform Shop opening hours via the newsletter.

- **Swimming Carnival:** Our Swimming Carnival will be held on Monday 15 February for Years 2-6 at Richmond Swimming Pool. Further details relating to this event will be sent to you in the coming week. Kindergarten and Year 1 will have a 'water fun day' at school on this day.

- **Bus Passes:** All bus passes will be sent via your child this week. Please note that the new Opal Card replaces the old paper pass.

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**SKOOLBAG APP**

Skoolbag is the ultimate school to parent communication tool. This School Mobile App provides schools with an easy way to tell parents and carers everything they need to know about school news, newsletters, events calendar, cancellations and school related reminders.

The Skoolbag School Mobile App is very flexible to allow schools to create their own customised content and provides a great alternative to school SMS alerts directly to parent smartphones.

St Monica’s has the SKOOLBAG APP. We are now able to launch this APP at St Monica’s and Parents can download this by following the instructions below.

**For iPhone and iPad users:**

1. Click the "App Store" icon on your Apple device.
2. Type your school name in the search, using suburb name will help.
3. You will see your school appear, click "Get" then "install".
4. The app is FREE to download.
5. When installed click "Open"
6. Select "OK" to receive push notifications, when asked.
7. Click the "More" button on the bottom right of the App, then "Setup".
8. Toggle on the Push Categories that are applicable for you by tapping the on/off switch.

**For Android users:**

You must first have signed up with a Google Account before installing the app.

1. Click the "Play Store" button on your Android Device.
2. Click the magnifying glass icon at the top and type in your school name, using suburb name will help.
3. Click the school name when it appears in the search.
4. Click the "Install" button.
5. Click "Accept" for various permissions (please note, we do not modify any of your personal data on your device).
6. Click "Open" when installed.
7. Click the "More" button on the bottom right of the App, then "Setup".
8. Toggle on the Push Categories that are applicable for you by tapping the on/off switch.

Please Note: Some brands of Android phones need the setting in "Notification Manager" changed to "Allow" instead of "Notify" in order for the push notifications to work. The phone must also be running at least version 4 system software to run the app.

**For Windows 8.1 Phone and Windows 8.1 or 10 device users:**

1. Go to the Windows Store on your 8.1 Windows Phone or Windows 8.1/10 Device.
2. Search for "Skoolbag" in the keyword app search.
3. Install the Skoolbag app.
4. Find your school either by using the keyword search or location service.
5. Click the "Pin" icon to pin the school tile to your Windows Phone home screen.
6. Click the "More" button on the bottom right of the App, then "Setup".
7. Toggle on the Push Categories that are applicable to you by tapping the on/off switch.
1st February, 2016

Dear Families,

On Friday morning, St Monica’s received a recorded phone call message making a bomb threat against the school. The children and staff were evacuated immediately to the grassed area behind the old church. Windsor police were called and responded promptly and after discussions with them, the decision was made to walk the children to Richmond Public School where we waited until the police gave us permission to return to school.

Every effort was made to notify parents using the following five channels of communication: Skoolbag, SMS (through Catholic Education Diocese of Parramatta), St Monica’s school website, Catholic Education Diocese of Parramatta Facebook page as well as our own P&F Facebook page.

I would like to thank the staff and children for the calm and orderly manner in which they evacuated the site, the parents for responding by collecting the children, Windsor Police for acting promptly and keeping me informed about the process and the Principal and community of Richmond Public School for their care and hospitality while we were on their site.

I am aware that there were parents who did not receive the SMS alert. This morning I spoke to the Communications Unit at the Catholic Education Office who have advised that we need to determine whether the problem was a data entry issue or a technical issue. Therefore, I am requesting that if you did not receive the SMS alert, you complete the tear-off section below and return it to the school office.

Yours sincerely,

Cameron Lievore
Principal

I did not receive an SMS alert on Friday 29/01/2016

Name: ________________________________________________________

Child’s Name and Class: __________________________________________

Contact phone numbers:  (1)______________________________________
                        (2)______________________________________
                        (3)______________________________________
                        (4)______________________________________