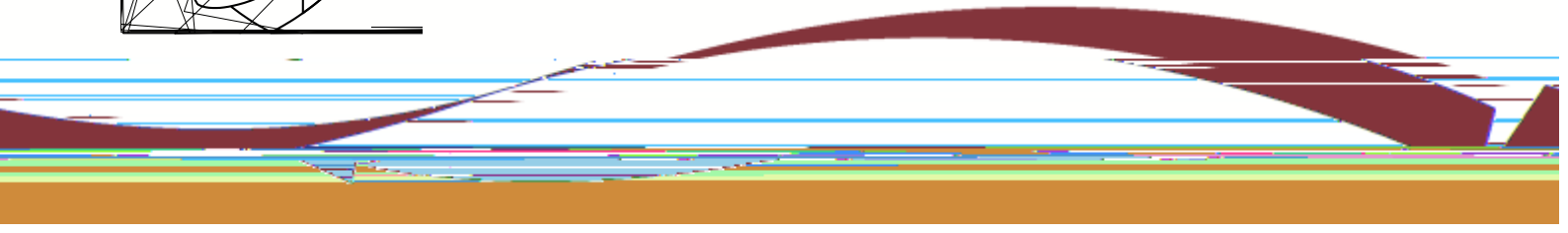


ST GEORGE CHRISTIAN SCHOOL



FAMILY HANDBOOK

Hurstville Campus
Junior School, Middle School and Senior School
and Main Reception
70 Bellevue Parade
Hurstville

Infants - Sans Souci Campus
Infants (Kindergarten - Year 2)
2 Hillview Street
Sans Souci

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This Handbook has been prepared for school parents. It provides an overview of school philosophy, information on policies affecting school families and details of many school procedures. The handbook should be a useful reference for families and provide answers to many questions.

1.1

Four families from the St George Region had children attending the Sutherland Parent Controlled Christian School in Sutherland. When the School relocated to Menai in 1981, these four families and one other family, formed an association to provide education, based on Christian ethics, in the St George Region. They employed a Christian teacher, Mrs Hazel Burns, and began the School in rented premises at Sutherland before relocating to the Sans Souci Baptist Church facilities at the end of 1981. During 1982 the Board decided that the School should extend classes to Secondary, planning to provide an education for Kindergarten to Year 12 by 1989. The Board also decided to affiliate with Christian Community Schools Limited.

In 1984, the School moved the main office and the Primary and Secondary Department to Woids Avenue, Hurstville, home of the Allawah congregation of the Hurstville Uniting Church. The Hurstville Campus has since increased in size and facilities with the purchase of houses along Woids Avenue and Bellevue Parade. In 1995, church services ceased in the Chapel when the building was decommissioned as a Church. The School completed the acq^uisitⁱ008871 0

During 2020, work commenced on the Hurstville Campus Development Project, the largest construction project in the School's history. The development features new Science facilities, a Visual Arts Centre, new classrooms and breakout learning spaces, sports courts, staff facilities, an underground carpark and will also include restoration of the Chapel. Stage 1 is expected to be completed in 2021, with Stage 2 commencing immediately afterwards.

1.2

1984 – 1991	Mr William Boon	(Head Teacher later redesignated as Principal)
1992 – 1999	Mr Colin Anderson	(Principal)
2000 – 2004	Mr James Honor	(Principal, K – Year 6)
2000 – 2004	Mr O'Harae	(Principal, Years 7 – 12)
2005 –	Mr James Honor	(Principal, St George Christian School)

The School Company adopted a Confession of Faith that expresses the essential Christian doctrines accepted by all company members, Board members and school staff. This statement appears as Appendix A. The School Board has approved the following statements as an expression of the school's Christian and educational commitment.

2.1

As a Christian School, we:

- Ø acknowledge the absolute authority of God as our Creator Father;
- Ø trust Jesus Christ as our Saviour and serve Him as our Lord;
- Ø depend on God's indwelling Spirit as our enabler;

~~Ø trust in the Holy Spirit as our enabler;~~

2.4

- ∅ To provide an environment in which all students are encouraged to reach their potential
- ∅ To enable each staff member to work effectively in fulfilling their individual and their shared responsibilities
- ∅ To encourage parents and staff to work together in mutual co-operation
- ∅ To set and monitor "Ends" policies that are always consistent with our Values, Vision and Mission
- ∅ To act as Chief Executive Officer in the operation, growth and development of the school
- ∅ T

3.3

The control of the School is vested in the School Board which is responsible for the total welfare of the School and enacts this responsibility through policy governance. The Board consists of:

- Ø Up to nine members of the School Company who are elected for a two year term by the membership of the Company at the Annual General Meeting
- Ø The Principal of the School

The Board elects its own Chairman, Vice Chairman and Secretary. These three also serve as officers of the Company. Much of the Board's business is conducted through its sub-committees and working parties.

3.4

The School Principal is appointed by the Board and reports to it. The Principal is responsible for the overall administration and management of the school. In this, the Principal is assisted by the Heads of School and the Bursar. Co-ordinators are appointed as needed within school departments and specific designated responsibilities are delegated to many other staff members.

3.5

Staff are appointed by the Principal assisted by a panel of relevant staff. They report to the Principal through the Heads of School or the Bursar. Each staff member is required to:

- a) be a Christian who signifies in writing unconditional agreement with the Confession of Faith of the school
- b) be regularly involved in a local Church
- c) possess appropriate professional qualifications and/or suitable expertise and experience for the specific position.

Teachers are expected to exhibit a sincere desire to teach, a commitment to professional learning and excellent practice and in this to show care and compassion consistent with their faith and the school's philosophy.

3.6

The School is registered and accredited with the NSW Educational Standards Authority (NESA) which has a set of requirements and inspections to establish that all legal and curricular requirements are being met. The School receives recurrent financial grants provided by the Commonwealth Government and the State Government of NSW.

The School is a member of Christian Schools Australia Limited, a body set up to assist Christian Schools. This assistance includes school management guidance, representation to government and statutory bodies, legal and industrial advice and organisation of conferences and professional development courses.

As a condition of a student's enrolment in the School the parents are required to:

- i) sign a commitment to the School (called Conditions of Enrolment)
- ii) attend (if at all possible, by both parents) interviews scheduled periodically throughout the school year for the purpose of mutual sharing concerning the student's progress
- iii) attend (with their children) extra-curricular activities and other functions arranged by the School.

A range of

The education provided by the School is very broad and includes the following elements:

- ∅ NESA curriculum as reflected in the learning program
- ∅ A broad sporting program including interschool competition and recreational sports
- ∅ Involvement in co-curricular and extra-curricular activities
- ∅ Respectful relationships with fellow students and staff
- ∅ Inter-school visits
- ∅ Contacts with the wider Christian community in Sydney and beyond

5.1

The educational program is delivered through the Infants School (Kindergarten to Year 2), Junior School (Years 3 to 5), Middle School (Years 6 to 8) and Senior School (Years 9 to 12).

The program is designed to incorporate the following emphases:

This recognises that the individual's relationship with God is of pre-eminent importance. Students are taught to use prayer and scriptural teaching as a constant guide.

The expectation is that the school will establish and maintain a secure social environment for all. Students are encouraged to look beyond their own needs and participate in active Christian witness and service.

The academic programme is designed to impart knowledge, skills and values. Students should learn how to learn and start to appreciate learning as an ongoing lifetime process.

This acknowledges that physical skills and attitudes to them are an integral part of development.

Students should appreciate their own cultural backgrounds as well as those of others.

7.1

The School is financed by:

1. Enrolment and Tuition Fees.
2. General Recurrent Grants provided by the Commonwealth Government.
3. General Recurrent Grants provided by the N.S.W. Government.
4. Gifts and Donations

The School has both a Building Fund and Library Fund. Gifts to both of these funds are tax deductible. Families are encouraged to make annual gifts to these funds, as school income received through these gifts reduces the pressure for fee increases.

7.2

The fee schedule is revised annually and applies to all students at the School.

Tuition Fees have been calculated to include the bulk purchase by the School of all books, stationery and essential equipment for K - 6 students and of textbooks for Years 7 - 12 students.

Most minor or routine excursions and many bus fares are incorporated in the fee, though it may not cover the cost of some major excursions, expensive educational visits, some sporting activities or fares, and some external testing of students.

School camps are charged to parents on a cost to school basis.

Laptop Purchase: Students will be required to purchase a laptop, through the School, upon entering Year 9 and this will be required to be updated upon entering Year 11.

7.3

7.4

The School has established procedures for granting fee reductions for families in financial need. Such a reduction involves the award of a Bursary for one or more children in the family. Parents are able

6-10 Boys Shorts 1 Pleat Fixed Waist	6-10 Girls Summer Dress (hemline touching floor when kneeling)

Unisex Tracksuit Jacket	Unisex Tracksuit Jacket
Unisex Tracksuit Pant	Unisex Tracksuit Pant



9.2

The School Office, located at the Hurstville campus, serves the entire School.

Office hours are 8:15 am to 4:00 pm and the office is open on week days except for public holidays and most term vacations.

9.3

Visitors are to report to the school office and complete the Visitor's Register book, which includes name, contact details (eg: parent of ..., tradesman), under whose authority they are a visitor (eg: Principal, other staff member, as a parent, etc.). The register includes a sign in/sign out section. Upon signing in, the visitor is given a name badge, which is returned to the School's receptionist upon signing out.

9.4

All absences must be supported by a written explanation from parents or guardians. Absentee notes should be brought to the roll teacher on the first day back at school after an absence.

If an absence is anticipated it should be notified in advance.

It is the student's responsibility to check with the teacher about catching up on work missed due to absence.

9.5

In accordance with the requirements of the Department of Education and Training, parents are required to apply to the Principal for an exemption of attendance for a student who may be:

- Participating in employment in the entertainment industry
- Participating in elite sporting events

Parents are also required to apply to the Principal for periods of extended holiday leave during term time by completing an Application for Leave - Vacation Travel form.

Leave cannot be granted retrospectively. These forms are available from the school website or

To help allergic children avoid accidental contact with allergens, we request that you do not include peanut butter, Nutella or any nuts or nut derivatives in your child's lunch box. Could you also check all the ingredients of items before you include them with your child's lunch, especially

10.4

In circumstances of wet or extreme weather, students stay under cover and out of the rain, as directed by their supervising teacher. This may be on the covered balconies outside the classrooms, under the pergolas or in classrooms, with teacher supervision. The Cafe may also be used for Year 12 students in wet or extreme weather at recess and lunch. The Library is another possible location for lunchtime use.

The Privacy Amendment (Private Sector) Act 2000 amends the Privacy Act 1988 so that this legislation now applies to private companies with an annual turnover greater than \$3 million. This includes St George Christian School. As part of our compliance with this legislation we are required to publish a Standard Collection Notice that outlines our use and disclosure of personal information.

1. The school collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the school. The primary purpose of collecting this information is to enable the school to provide schooling for your son/daughter.
2. Some of the information we collect is to satisfy the school's legal obligations, particularly to enable the school to discharge its duty of care.
3. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws.
4. Health information about pupils is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We ask you to provide medical reports about pupils from time to time.
5. The school from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, medical practitioners, police, and other agencies.

