

OLR Parent Handbook 2024



Caloundra

Welcome

Our Lady of the Rosary (OLR) School offers your child an excellent academic education in a Catholic environment. We are a co-educational Catholic parish school situated on the Sunshine Coast, in the picturesque beachside city of Caloundra. Our school is small, comprising of approximately 355 students in 14 classes across Prep to Year Six. This enables us to be a tight-knit community where we know every student and their family.

OLR shares with students and parents a welcoming family atmosphere, great community spirit and an active parent body. Our school has a caring, progressive staff and offers a dynamic, evolving curriculum, based on academic excellence and gospel values. We seek to inspire a love of learning.

Our school was opened in 1980 by the Sisters of St Joseph and, from the beginning, was built on Catholic Christian traditions and the charism of the Josephite Sisters, as espoused by Mary MacKillop. Mary MacKillop said, "Never see a need without doing something about it." This has become an established guiding principle at our school.

These traditions are highly valued and have continued to thrive through the joint efforts of staff, parents, students, parish, and the wider community. Through these traditions, the OLR school community strives to inspire each learner to grow and succeed in a changing world.

Children are accepted into OLR on the understanding that you fully support the ethos and policies of the school. Our aim is to create an excellent school by having all stakeholders working together for the benefit of all members of the community. Communication and respect are vital elements of any partnership.

Primary school is an important step in a child's development as a learner and as an individual. Your child's journey, with your help, can be one which is made with increasing confidence. With a united approach, OLR can provide a vibrant and positive environment.

We welcome your interest.

Kind regards



Mrs Tracey Gerrard
Principal

Vision and Mission



Our Vision

We are child centred faith-filled learning community inspired by St Mary of the Cross MacKillop creating a better future.

Our Mission

Our mission is to teach, challenge and transform our community through prayer as we share with each other a love of learning which is inclusive and welcoming.

Our Values

Faith

Inspired by our Catholic tradition, we live out our Vision in the way of Mary, the mother of Jesus.

Compassion

As people of faith we nurture and foster respectful relationships, advocating for and empathising with those at the margins.

Belonging

As witnesses to the Good News of Jesus Christ, we act as a community which values our environment and are inclusive in our practices.

Hope

Empowered by the Spirit, together with our students, staff and families we embrace the future with confidence.

Our Lady of the Rosary School, Caloundra is enlivened by the Vision of Brisbane Catholic Education which seeks to:



Celebrate our Catholic Culture

We celebrate our faith, giving witness to God's hope for promoting the dignity of every person.

Our faith makes a difference



Inspire a love of learning

We inspire each learner to grow and succeed in learning and life a changing world.

Success in learning and life



Cultivate a connected spirit

We cultivate partnerships for the benefit of all members in the community.

Partnerships enrich experiences



Nurture a professional workforce

We nurture and grow staff to improve young people's learning experience.

Staff realise their potential



Embrace change and continuous improvement

We embrace change and drive a continuous improvement.

Creative and innovative solutions

CARE Behaviour Matrix

Our school implements a positive behaviour for learning framework which seeks to create a whole school positive learning environment, prevention of problem behaviours and early intervention for those at risk. The CARE matrix is based on OLR's values and expectations of:

- We Care for the Environment
- We Act Safely
- We are Responsible Learners
- We Expect Respect

Our CARE matrix details how these values are applicable to a range of school contexts and settings. Students unpack these expectations in class and discuss what these look, sound and feel like. Effective implementation of school wide behaviour requires consistent and persistent language and an approach across the whole school as well as fostering strong home-school partnerships.



Our Lady of the Rosary School
Caloundra



Behaviour Matrix

	Learning Areas	Church and Gatherings	Transitions	Playground	Eating Area	Before and After School	Outside of School – Camps, Excursions, Sport
We Care for the Environment 	<ul style="list-style-type: none"> Reduce, Reuse and Recycle Keep spaces tidy Use equipment and technology properly 	<ul style="list-style-type: none"> Care for equipment and furniture Leave the space clean and tidy 	<ul style="list-style-type: none"> Rubbish in the right place Walk on pathways 	<ul style="list-style-type: none"> Care for the play equipment and play environment Use the garden spaces responsibly Care for nature 	<ul style="list-style-type: none"> Put rubbish in the right bin 	<ul style="list-style-type: none"> Leave bag racks clean and tidy 	<ul style="list-style-type: none"> Keep your area tidy Care for all belongings, equipment and resources
We Act Safely 	<ul style="list-style-type: none"> Follow instructions Show self-control Safe hands and feet Be cyber safe 	<ul style="list-style-type: none"> Enter and exit calmly Sit and stand carefully 	<ul style="list-style-type: none"> Walk only Safe hands and feet 	<ul style="list-style-type: none"> Walk on concrete, pathways and stairs Safe hands and feet Use equipment safely Play safely by the rules Wear your hat to play 	<ul style="list-style-type: none"> Sit when eating Walk from the eating area to classrooms 	<ul style="list-style-type: none"> Sit quietly in supervised area Care for siblings and others 	<ul style="list-style-type: none"> Safe hands and feet Use equipment correctly Follow instructions Stay on footpaths and walk to the left
We are Responsible Learners 	<ul style="list-style-type: none"> Be on task, independently and together Have a go Use technology as a learning tool Ask questions Challenge yourself to reach your personal best Give and receive feedback 	<ul style="list-style-type: none"> Participate by singing and responding Learn about God and Jesus Reflect upon what is being said Go and live the message 	<ul style="list-style-type: none"> Put my belongings in the right place Be on time 	<ul style="list-style-type: none"> Try new things and meet new people Play fairly Ask staff for help if needed Respond promptly to the bell 	<ul style="list-style-type: none"> Be responsible for own belongings Ask staff for help if needed Eat healthy food first and drink water 	<ul style="list-style-type: none"> Arrive and leave school at the right time Be in the right place at the right time Follow instructions Be responsible for your belongings 	<ul style="list-style-type: none"> Follow instructions Ask questions Show good sportsmanship Try new things Use positive words
We Expect Respect 	<ul style="list-style-type: none"> Be respectful through your words, actions and emotions Listen to and follow instructions Use manners Use people's names Cooperate with, encourage and include others 	<ul style="list-style-type: none"> Participate reverently Listen to speakers 	<ul style="list-style-type: none"> Move quietly around the school Wait for an adult 	<ul style="list-style-type: none"> Be respectful through your words, actions and emotions Make others part of your fun Wait your turn and take turns Respect others' choices 	<ul style="list-style-type: none"> Listen to teacher directions Speak kindly Make others feel welcome 	<ul style="list-style-type: none"> Wear the correct uniform Listen to instructions Be ready to move in the pick-up/ drop off zone 	<ul style="list-style-type: none"> Be respectful through your words, actions and emotions Wear the correct uniform Encourage others

Our Lady of the Rosary is a school in the tradition of St Mary of the Cross MacKillop. "Never see a need without doing something about it"

Curriculum

The “Brisbane Catholic Education Learning and Teaching Framework” and the Australian Curriculum underpin all teaching and learning at OLR. We are committed to providing student-centred learning which is tailored to meet the needs of every one of our students. The teaching staff are dedicated to helping your child progress at their individual rate to reach their potential. Our teachers ensure a strong focus is given to literacy and numeracy across all subject areas.

Curriculum subjects offered at OLR are as follows:

- ✓ Religion
- ✓ English
- ✓ Mathematics
- ✓ Science
- ✓ Humanities and Social Science
- ✓ Design and Digital Technology
- ✓ The Arts (Music, Dance, Drama, Media and Visual)
- ✓ Health and Physical Education
- ✓ Japanese
- ✓ STEM

Excursions, incursions, and camps (Year 5 and Year 6) are regularly organised to support and enhance in-class learning. Some examples of these activities include:

- ✓ Beach Week
- ✓ Netball
- ✓ Rugby and Rugby 7's
- ✓ Art Exhibitions
- ✓ Tennis
- ✓ AFL clinics
- ✓ Performances
- ✓ Touch Football
- ✓ Swimming Carnival
- ✓ Athletics Carnival
- ✓ Cross Country

Religious Education

Religion is one of the key learning areas of our curriculum. At OLR we believe religious education is about building the religious literacy of each one of our students while also nurturing our students' religious, spiritual and faith development in a caring Catholic community. This means the students learn about Catholicism and religion in general and participate in prayer, Liturgies, Masses, meditation, and reflection on how we interact with others. Parents and family are very welcome to join us for school or class Liturgies held every Wednesday morning.

The parish sacramental program is supported by the school. Our students may participate in Reconciliation, Eucharist, and Confirmation workshops, which are run by the parish in preparation for the children to receive their sacraments. Our Lady of the Rosary School is located within the Caloundra Catholic Parish.

Extra-Curricular

A variety of Extra-Curricular activities are run throughout the year, some of these include:

- ✓ Choir (Junior and Senior)
- ✓ Pet care (chickens & budgies)
- ✓ Chess (fee)
- ✓ Premier's Reading Challenge.
- ✓ Dance Lessons (fee)
- ✓ Gardening club
- ✓ Run Club
- ✓ Junior Yoga (fee)
- ✓ Tennis lessons (fee)



Instrumental music tutors are available to work with your child/ren at our school – these lessons are billed separately by the service providers. We offer -

- Keyboard/piano with Julie Green - juliannegreen31@gmail.com
- Guitar/ukulele and drums with Harrison Pugh - coastalcreativetuition@gmail.com
- Singing with Jacquie Hardy – singyourheartout901@gmail.com

ICT Resources

Our Lady of the Rosary School provides many opportunities for students to engage with Information Technology through authentic learning experiences. Students from Prep to Year 6 access iPads individually, in pairs, in groups or as a whole class during their learning time. Students also access a range of digital resources such as 3D printers, apps, websites, coding and robotic devices to support the delivery of the Australian Curriculum.

The technology levy allows for infrastructure, software and hardware to be accessible to all students. This includes the use of iPads in the classroom -

- Prep to Year 2 students have access to shared devices
- Year 3-6 students have access to 1:1 devices.

Students in Years 4-6 have the option of taking the iPads to and from school to complete homework tasks.

The OLR Library



There are many excellent resources in our school library and our students are encouraged to engage with these resources as often as possible to enhance their learning.

The library is open on Monday - Thursday from 8.15am -3:00pm, and during first and second break, for students to return and borrow books, for reading, for clubs and for quiet activities.

The library hosts many fun and engaging whole school events throughout the year, such as: Book Week, National Simultaneous Storytime, Book Fair and Premier's Reading Challenge.

Our Staff Team

The Our Lady of the Rosary Staff Team consists of:

- ✓ The Leadership Team: Principal; Assistant Principal – Religious Education (APRE); Primary Learning Leader (PLL) and Support Teacher Inclusive Education (ST:IE)
- ✓ Office Staff – School Reception, Enrolments/WHSO and Finance Secretary
- ✓ Classroom Teachers - 14 Classes from Prep to Year 6

Specialist Offerings

- Health & Physical Education Teacher
- Music & Dance Teacher
- Visual Arts and Media Teacher
- LOTE (Japanese) Teacher
- Teacher Librarian/Information Technology
- Guidance Officer
- English as an Additional Language Dialect (EAL/D) Support
- ✓ Support Staff
 - School Officers
 - Grounds and Maintenance Staff

Learning and Specialist Support

Our goal is to support, through collaborative partnerships, a whole school commitment to the effective learning and teaching of ALL students. This is achieved by working as a team with all staff, including the PLL, ST:IE and Guidance Officer.

The team facilitate:

- ✓ Professional development for teachers and school officers, as well as parent education
- ✓ Structured and strategic support to assist those in need, including one-to-one and small group assistance both in and out of the classroom
- ✓ Assistance to children to achieve success in academic work, especially literacy and numeracy, as well as emotional and social wellbeing
- ✓ Individual and class assessment, as well as whole school monitoring and assessment
- ✓ Provision of reports, information and guidance to parents and teachers
- ✓ The tracking and monitoring of children with special needs throughout their school life at OLR to ensure appropriate intervention / extension and continuity of support are provided
- ✓ Support for the development of children with special needs, including emotional and social wellbeing, within and outside the classroom

The School Day

8:20 am	Drop off available - Stage 2 under supervision
8.25 am	Classrooms open
8.35 am	First Bell – time for children to go to class
8.40 am	Morning session classes start
10.45 am	First break – play time
11.05 am	First break – eating time
11.15 am	Middle session classes start
1.15 pm	Second break – play time
1.35 pm	Second break – eating time
1.45 pm	Afternoon session classes start
2.55 pm	Pack-up bell
3.00 pm	End of school day

Outside School Hours Care (OSHC)

The OLR Outside School Hours Care program provides care for students before and after school. The service caters for all students from Prep to Year 6 enrolled at OLR. For all information and bookings, please contact Gaye on 0428 246 222.

Celebrations & Commemorations

These are some of the many events celebrated at OLR during the year:

<p>Faith Celebrations</p> <ul style="list-style-type: none"> • Weekly Liturgy of the Word with Children • Ash Wednesday • Lent • Holy Week • Easter • Pentecost • Advent • Christmas Liturgy 	<p>School Celebrations</p> <ul style="list-style-type: none"> • Welcoming Liturgy • Induction of school leaders • OLR School Birthday • Catholic Education Week • Feast of St Mary of the Cross MacKillop • Book Week • Year 6 Graduation Celebration • End of Year Liturgy
<p>Local / National Events</p> <ul style="list-style-type: none"> • ANZAC Liturgy • Mother's Day • Caloundra Show Holiday • NAIDOC Week • Father's Day • Remembrance Day 	<p>Charitable Organisations</p> <ul style="list-style-type: none"> • Project Compassion / Caritas • St Vincent de Paul • Catholic Missions • Food assistance • Other charities designated throughout the year e.g. disaster relief, etc.

Parental Engagement

Our Lady of the Rosary School acknowledges and respects parents as experts and values the knowledge and insight they share about their child. Parents walk with our students throughout the years of their child's learning journey and will continue this journey for many years to come. We welcome working with you in partnership.

Parent information evenings, parent-teacher meetings, school celebrations and social events are regularly offered to help build school-home relationships and a stronger, happier OLR school community.

We encourage parents to participate, wherever possible, in the life of the OLR school community. This not only assists the school, but also gives a greater sense of security and 'belonging' to your child. Helpers are always appreciated for: excursions, class work, library, etc. All volunteers are required to complete Student Protection training prior to volunteering.

OLR Community Group

OLR is most fortunate to have a very active and involved OLR Community. It provides wonderful support to the school and has regular meetings on the fourth Monday of each month at 7.00 pm. These meetings are usually held in the staffroom at school. All parents and family members are invited to attend.

P&F Food Days

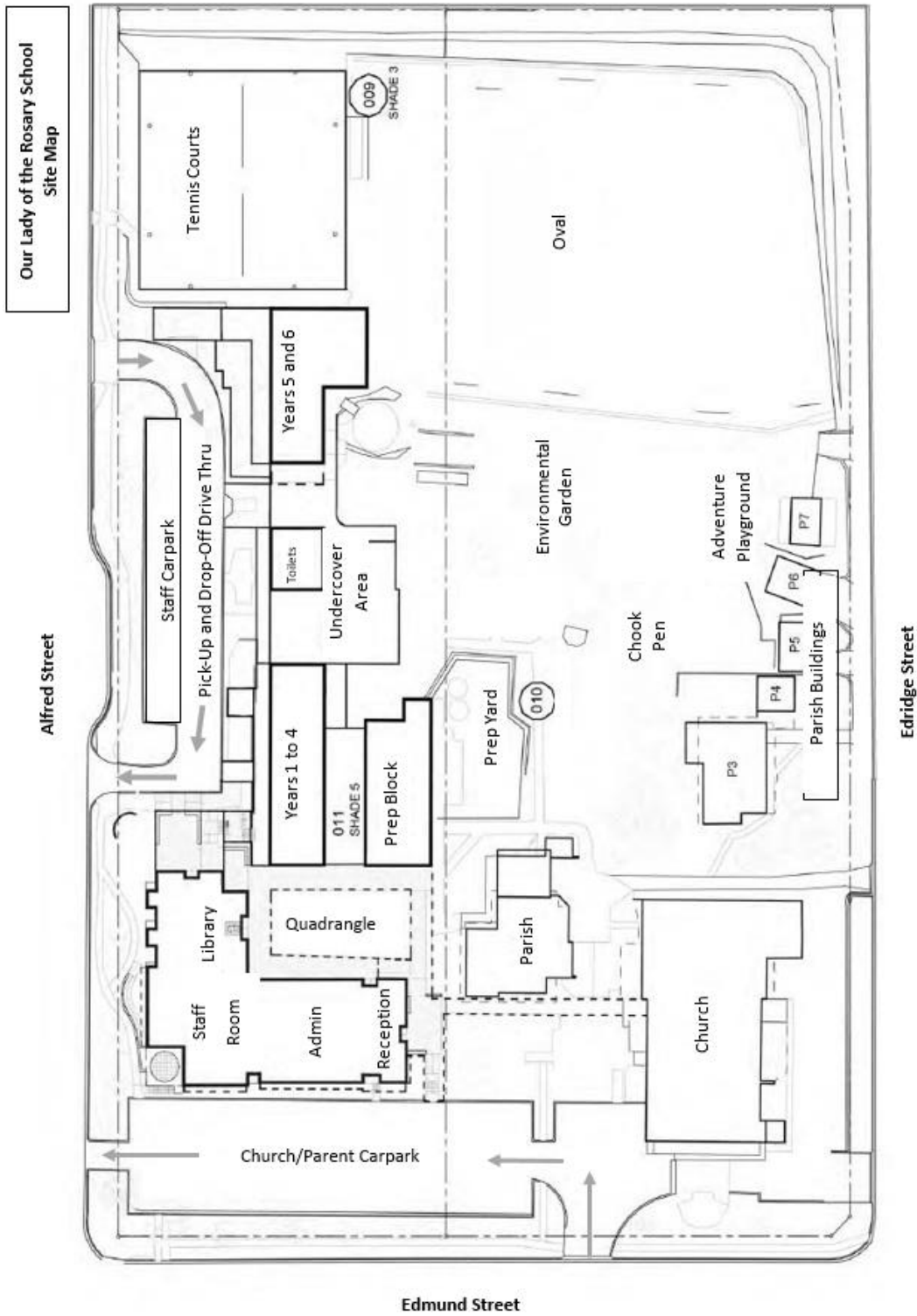
The OLR Community run Food Days where families can order a special lunch such as sushi, salad rolls, bakery goods, etc. P&F Food Days are held on the last Friday of every month. Orders are placed through an online order using the Mastercard Qkr system or BCE Connect app and the food is delivered to your child's class on the day.

Parking

Parents are asked to reverse park their cars in the car park near the church on Edmund Street when bringing their child to or from school. We ask vigilance in driving slowly and watching for the safety of all children in the car park. Parents are encouraged to use the drive through drop-off and pick up zone on Alfred Street near the school library. ***N.B: For the safety of our children, parents are not permitted to park in this area.***



School Site Map



2024 School Fee Schedule



Our Lady of the Rosary School

Caloundra

2024 ANNUAL SCHEDULE OF FEES

School Fees:

2024 Tuition Fees and Levies					
	Family with 1 Child	Family with 2 Children	Family with 3 Children	Family with 4 Children	Family with 5 Children
Tuition Fee	\$1,848	\$2,956	\$3,696	\$4,064	\$4,064
Capital Levy	\$680	\$680	\$680	\$680	\$680
P & F	\$20	\$20	\$20	\$20	\$20

	Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Resource Levy	\$740	\$740	\$740	\$740	\$740	\$740	\$740
Technology levy	\$75	\$75	\$75	\$200	\$200	\$200	\$200
Shirt Year 6 Billing Period 1 only							\$45
Total Levies	\$815	\$815	\$815	\$940	\$940	\$940	\$985

Student Levies:

Account Statements will be emailed to families at the beginning of the 4 Terms. Please ensure your email address is correct with the front office.

Please Note: to be eligible for the second, third, fourth and fifth child discount, all siblings must be charged to the same account holder.

Tuition Fees:

Tuition fees cover the day-to-day running and maintenance expenses of OLR. Including contributions to the Archdiocesan Education Fund and the Archdiocesan Futures Development

Fund *(these are compulsory family levies charged to each school by the Catholic Education Council, Archdiocese of Brisbane)*.

Capital Levy:

The Capital Levy is to cover repayments on buildings and maintenance.

P & F Levy:

To support the work of parents and the community within the school.

Resource Levy:

This includes all curriculum-related incursions and excursions and booklists.

Technology Levy:

This levy covers the cost of student access to a school-managed Technology device, a protective case & screen protector, Wi-Fi, on-site technical support, software, and licensing. From year 3 to year 6, the students use a 1:1 device.

Additional costs will be incurred to cover damage to the school-managed device:

- Excess of \$200 for loss/theft/damage to the iPad
- \$20 for the replacement of the glass screen protector
- \$60 for charger and cable replacement

Additional Fees:

From time to time a student activity/ event may arise which may incur an additional charge. Parents will be advised of the details and costs.

Annual fees and levies do not include the following:

- Camps are invoiced separately.
- Year 6 Graduation Celebration.
- Excursions/Incursions that are not curriculum-related e.g. Bli Bli Aqua Park.
- Other team/ individual Sporting Representation.
- District and Regional Sports Representation.

Our voluntary Annual Parish Contribution of \$45.00 per family is for families who are not involved in the Parish Planned Giving Program. This voluntary contribution is used to support the many ministries that our Parish is involved in.

Instrumental Music fees are charged directly to you by your child's tutor.

Payment Terms:

In 2024, fees are payable within 14 days of the issue of the statement. Thank you.
Payments may be made weekly, fortnightly, or monthly via:

- Direct debit from bank accounts.
Forms are available from the Reception or Parent Portal for completion and return.
- BPAY for those who prefer internet banking.
- Reception via EFTPOS.

Should a family not be able to meet their financial obligation to our school community on time, a courtesy email to pcalfinance@bne.catholic.edu.au or a telephone call to the Finance Secretary (07 5491 4522) is expected. A Concession Application Form is available from reception or on request by email to pcalfinance@bne.catholic.edu.au.

Families who ignore their financial responsibility to our school community without communicating with us, may be passed on to our Debt Collection Agency.

Our Lady of the Rosary Enrolment Policy

Introduction

The process of enrolment is to be guided by principles of justice and equity that support Catholic ethos and vision.

Rationale

An enrolment policy exists to assist in developing expectations at the point of inquiry and entry. Guiding principles are set to assist the Principal with demands placed on places available in the school. While nurturing children in the Catholic Faith and maintaining a Catholic ethos, Our Lady of the Rosary remains open and welcoming to all who support its values and mission.

Guidelines

Enrolment of Prep/Primary School Students

- (A) To qualify for enrolment into Prep, a student must turn four years, before 1 July the year prior to enrolment.
- (B) Applications for enrolment will be considered in the following order:
1. Children who have siblings enrolled in the school.
 2. Catholic children (*baptised*) whose family regularly attends Our Lady of the Rosary Church.

3. Catholic children (*baptised*) living within the geographical boundaries of the Caloundra Catholic Parish.
4. Catholic children (*baptised*) living beyond the parish boundaries who have a suitable reason for enrolling in the school.
5. Children (*not baptised*) of Catholic families, living within the geographical boundaries of the Caloundra Parish.
6. Christian children of other denominations whose families value the religious aspect of education but are not actively involved in their Parish.
7. Children of Non-Christian faiths.

Consideration of Applicants

Prior to offers of enrolment places, the following shall be considered:

- ◆ Class size/places available
- ◆ Class composition
- ◆ Physical accommodation available
- ◆ The ability of the school to meet the child's needs
- ◆ The need to maintain the Catholic/community character/ethos of the school
- ◆ Parental expectations
- ◆ Students attitude to learning
- ◆ Other relevant circumstances

Enrolment of a Student with a Disability

Before a child with a disability can be enrolled, the 'Enrolment Application and Support Process', under the guidelines of the Brisbane Catholic Education Office and in accordance with the Disability Discrimination Act 1992 (DDA) and the Disability Standards for Education 2005 (DSE), must be carried out. The consultation process seeks to reveal and clarify:

- ◆ The characteristics of the learner, including functional impact of the disability
- ◆ The educational adjustments required for learning
- ◆ The implications of adjustments within the context of school, family, and student

It is important to realise that if the needs of the child and the resources of the school are not compatible, neither the individual child nor the school would benefit from such an enrolment.

Fees

When parents apply for enrolment of children for whom they have not paid school fees at a previous Brisbane Catholic Education school, the enrolment should not be confirmed until the debt is paid or waived on the previous Principal's advice. Arrangements for payment of future fees must then be put in place before proceeding with enrolment.

Procedures

Enrolment applications for all year levels can be submitted online at any time. When allocating Prep and Year One places, no advantage is given to early submission of applications. Whenever an application is received, the placement remains dependent upon meeting the requirements of this policy.

Copies of the following supporting documentation will need to be provided to the school to complete the enrolment application:

- ◆ Birth Certificate
- ◆ Baptismal Certificate (if available)
- ◆ Last two school reports and NAPLAN report/s (*as applicable*)
- ◆ Any medical or learning reports
- ◆ And if noted in your application:
 - Legal Documentation
 - Medical Action Plan
 - Student Specialist Assessments

There is a \$50 fee involved in submitting an application for enrolment.

*Please Note: the application for enrolment will only be considered after the school receives **all** required supporting documents.*

Term One/Two of the Year prior to Placement

Applications are accepted from the beginning of the year prior to enrolment. An interview with the Principal or leadership team member is then organised. At this interview, the school is legally required to sight the original copy of your child's birth certificate, please ensure you bring it to your interview.

At the interview you will:

- Meet with one of the school leadership team (*Principal or Assistant Principal*)
- Have a walk around tour of the school.
- Talk through the application together.
- Have the original copy of the birth certificate sighted.
- Have the opportunity to ask questions or raise concerns.

Term Two/Three of the Year prior to Placement

All enrolment information is reviewed and considered by the leadership team and a letter/email will be sent to you advising of one of the following outcomes:

- a. Offer of an enrolment place at OLR.
- b. Offer of a place on the waiting list for enrolment at OLR.
- c. Advice that a place will not be offered.

Successful enrolment applicants will be sent a Confirmation of Enrolment Form with a letter of offer. You are asked to complete this form giving careful consideration to the obligations regarding school fees, accepting school policies and supporting the school's ethos. *Please Note: your enrolment is not finished until this Confirmation of Enrolment Form is completed, signed and returned to the school office with the \$100 Confirmation Fee.*

Term Four of the Year prior to Placement

A student orientation session is held for all Prep students. On this morning, students are invited to attend and will be placed with their year level teacher where possible. Parents will come together for an information session during the evening.

New students in Years 1 – 6 will be invited to attend on an afternoon in the last week of school when all students will visit their new classes for the following year.

Role of Parents

Parents are expected to accept a commitment to give their child every opportunity to experience their faith at home and to give their child every encouragement and opportunity to practise it.

Parents are expected to support and encourage the standards of behaviour, discipline, punctuality, dress, cleanliness, tidiness, and other expectations of the school.

Parents must accept that all students will partake fully in every aspect of the school program.

Parents are expected to be supportive of the teaching staff and the school administration. Open communication is actively promoted.

Parents are expected to help whenever possible and to support the school's activities and fundraising efforts.

Parents are expected to commit themselves to the regular payment of school fees and levies.

Parents are encouraged to participate/be involved in all aspects of the life of the school.

Enrolment at Our Lady of the Rosary School is at the discretion of the Principal.

Our Lady of the Rosary Uniform Policy

Introduction

Our Lady of the Rosary School takes pride in its school uniform. The wearing of the school uniform helps to maintain a sense of belonging amongst all children in the school. We require the full uniform to be worn and expect parents to be supportive of this by ensuring their children are cleanly dressed in the correct uniform for school each day. A note or email is appreciated from parents/caregivers if there are specific reasons for uniforms not being complete. All items of clothing must be labelled clearly with their name.

School Uniform

All items of the uniform – excluding black joggers and navy stockings – are available for purchase from our uniform shop.

Prep School Uniform

Summer	<p>Shirt - A navy polo style shirt with OLR insignia, the collar colour indicates one of the four house colours</p> <p>Sport Shorts - OLR ink navy sport shorts</p> <p>Socks - OLR School sock with navy logo</p> <p>Shoes - Plain black leather joggers</p> <p>Hat - OLR Navy hat</p>
Winter	<p>An ink navy blue sweater with the OLR school logo</p> <p>OLR school jacket</p> <p>OLR track pants</p> <p>Navy stockings only (leggings/tights are not permitted)</p>

N.B: We recommend *all uniform items are clearly marked* (not only on the tag). A white laundry marking pen or silver permanent marking pen is recommended to mark names on the inside of the school hat, OLR jackets and jumpers. No graffiti or whiteout is to be used on the hat brim.

School Uniform – Years 1 to 6

	GIRLS	BOYS
Summer	Formal/Day Uniform	Formal/Day Uniform
	Shirt - An OLR blue formal shirt Skort - OLR ink navy school skort with logo Socks - OLR School socks with navy logo Shoes - Plain black leather joggers Hat - OLR Navy hat	Shirt - An OLR blue formal shirt Short - OLR ink navy school short with logo Socks - OLR School sock with navy logo Shoes - Plain black leather joggers Hat - OLR Navy hat
	Sport Uniform	
	Shirt - A navy polo style shirt with OLR insignia, the collar colour indicates one of the four house colours. Sport Shorts - OLR ink navy sport shorts Hat, Socks and Shoes - As above	
Winter	An ink navy blue sweater with the OLR school logo OLR school jacket OLR track pants Navy stockings only (leggings/tights are not permitted)	

Sport Uniform

The navy polo style shirt (with OLR insignia and collar indicating one of the four house colours) and OLR ink navy sport shorts are to be worn on the day your child has Physical Education lessons only.

Hair

Hair is to be kept neat and tidy and should not be falling into eyes. Shoulder length hair (boys and girls) is to be tied-up. Hair should not be coloured or worn in a style, which is extreme or inappropriate for school e.g mullets. Gold or navy-blue ribbons or the OLR school hair accessories (available from the uniform shop) may only be worn.

Hats

As sun safety is of great concern, all children must have a school hat for outdoor activities. The rule “No hat, No play” applies to all class activities and lunchtime play. Only new school hats are permitted.

Shoes

Shoes are to be plain black, flat leather joggers (e.g. Lynx) with no other markings with either laces or velcro. Shoe brand logos and midsoles should be in black only. Formal shoes, Mary Jane style, gym shoes, skate shoes, volleys, canvas or other fancy or expensive footwear are not permitted.

Jewellery

The wearing of excess jewellery is discouraged. Students may wear sleepers (one pair) or small round plain silver/gold studs a watch and/or a small cross necklace. Not bracelets or rings are permitted.

Make Up

Make-up, coloured lip-gloss and nail polish are not permitted.

Mobile Phones/ Smart Watches

Mobile phones are to be delivered to the office every morning and collected every afternoon after the bell rings. Smart watches are recommended only for those students who have a medical reason for wearing one (e.g. alarm to advise of requirement to take medication or as a blood sugar monitor).

Students who wear a smart watch to school **MUST NOT** use it to contact parents during the day and we ask parents not to contact their children via the watch during the day. Breach of the phone and smart watch policy may result in your child's items being confiscated.

School Bags

OLR school bags are compulsory and available for sale at the uniform shop. They are compliant with the Australian Physiotherapy Association requirements.

Second-hand Uniform

Occasionally second-hand uniform items are available from the Uniform Shop. Any donations of new style second-hand uniforms are accepted and greatly appreciated and may be left at the Uniform Shop.

Lost Property

Students are encouraged to take responsibility and care for their own property. Lost property is located outside the Library. Any unlabelled lost property which is unclaimed at the end of each term is donated to children in need.

Breach of Uniform – our Guiding Procedures

When ongoing concerns are raised regarding a student's uniform, a standard letter will be sent to inform the parents. Parents are given a period of time to act on the letter. Students who then continue to

attend school with the incorrect/unkept uniform (*without a note from their parents*) may be excluded from going on excursions outside the school grounds. Parents are asked to contact the Principal to discuss any difficulty they may be experiencing in sourcing or supplying uniform items. ***Parents have the responsibility for overseeing the wearing of correct school uniform.***

Dress Code for Uniform Free Days – “Free Dress” Days

When uniform free days are held at the school, the students are required to wear clothing which complies with **ALL** of the following:

- ◆ Closed in shoes, which are suitable for running
- ◆ Clothing which are sun safe and cover the full torso
- ◆ Dresses/shorts to be at least mid-thigh length
- ◆ Wide brimmed hats or school hats are to be worn – not caps

Children not complying may be asked to:

- ◆ Return home and change clothing to suit the policy; or
- ◆ Wear clothing provided at the school which does comply; or
- ◆ Be refused the privilege of participating in free dress days in the future



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School Contact Information

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