



# PREPARATORY SCHOOL HANDBOOK



Christ Church  
Grammar School  
PERTH, WESTERN AUSTRALIA

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# Preparatory School Handbook

## VALUES

### Care and compassion

Care for self and others.

### Environmental responsibility

Respect and concern for the natural and cultural environment.

### Excellence

Seek to accomplish something noteworthy and admirable, individually and collectively, and perform at one's best.

### Freedom

Enjoy all the rights and privileges of citizenship free from unnecessary interference or control, and stand up for the rights of others.

### Honesty and trustworthiness

Be honest, sincere and seek the truth.

### Integrity

Act in accordance with principles of moral and ethical conduct, and ensure consistency between words and deeds.

### Respect

Treat others with consideration and regard.

### Responsibility

Be accountable for and in charge of one's own actions – personal, social and civic.

### Social justice

Be committed to the pursuit and protection of the common good where all persons are entitled to legal, social and economic fair treatment.

### Understanding and inclusion

Be aware of others and their cultures, accept diversity and include others.

## ABSENTEES

If your son is going to be absent from school, please email [prepabsentees@ccgs.wa.edu.au](mailto:prepabsentees@ccgs.wa.edu.au) before 8.55am. Do not contact your son's teacher directly. If you do not notify the School we will send parents/guardians an SMS to confirm the boy's whereabouts.

### Appointments

If your son needs to leave school during the day, an adult is required to sign him out from the Prep School Office. After being signed out the adult can collect your son from class or the office.

## Illness

If your son is unwell, please do not send him to school. This will aid his recovery and limit the spread of illness.

### Permission for leave from school

If your son is going to be absent from school for non-illness related circumstances, parents/guardians must apply for leave from the Head of Preparatory School before the absence. It is important, as per the Education Act, that all students are at school during school hours.

## ACADEMIC

### Programs

The most important part of the learning process is the quality of our teaching. We pride ourselves on having differentiated learning opportunities aimed at the needs of all boys.

From Pre-Primary through to Year 6 we follow the Australian Curriculum in all mandated learning areas including Mathematics, English, Science, Humanities and Social Sciences (Geography and History), the Arts (Drama and Dance, Music and Visual Arts), Digital Technologies, Library, Health and Wellbeing, Physical Education and Languages (Mandarin from Pre-Primary to Year 6).

### Competitions

Throughout the academic school year, boys will have the opportunity to engage in a variety of competitions.

### Reporting

Reporting for mainstream students (refer to Peter Moyes Centre section for further information on reporting for students enrolled with special needs) takes place four times over the year. At the conclusion of Term 1 and 3, the mid-semester report provides a broad picture of achievement with a key focus being effort. Your son will receive a more detailed report at the end of each semester. These reports provide a detailed picture of your son's progress, including grades, effort ratings and specific targets for further learning.

### Tutoring

The School does not advocate tutoring as we believe Christ Church provides a rigorous and rewarding learning program that focuses on the whole child. Research suggests that boys benefit from downtime from learning so that what has been taught over the day can be processed. We encourage parents to talk to teachers if they are considering tutoring for their child.

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## NAPLAN

NAPLAN is a compulsory group of national assessments that take place every year for all students in Australia in Years 3, 5, 7 and 9. The School sees these assessments as simply another piece of evidence that sits alongside other standardised testing completed over the course of the school year.

## ARRIVAL AT SCHOOL

The school day commences at 8.25am. Parents are asked to avoid arriving at the School before 8.10am as the boys are unsupervised prior to this time. If boys do arrive at school prior to 8.10am, families are encouraged to utilise before school care. All classrooms open at 8.10am.

### Extend services provided and hours of operation (Pre-Primary to Year 6)

- Before school care – 7.00am to 8.30am
- After school care – 2.30pm to 6.00pm (healthy snack provided)

All information including FAQs and fees and charges are available from the Extend website at [extend.com.au](http://extend.com.au) or by calling Extend on 1300 366 437.

## ASSEMBLY

Preparatory School Assemblies are held fortnightly on Friday from 8.35am to 9.20am in the School Chapel. Throughout the year, each class will be responsible for hosting the assembly and presenting an item within it.

## Awards

The School hosts an Awards Assembly once per year. This assembly is to acknowledge various awards and competition results from the year, such as ICAS, Mathematics, Poetry and Writing competitions.

### Building Good Men Award

Two boys from each class are presented with a Building Good Men Award at assemblies. Specialist teachers also award boys at these assemblies.

### Student recognition

Boys are recognised for their achievements out of school. Boys who have achieved in competitions or representation at a metropolitan, state, national or international level can be acknowledged at assembly, with the boy's and his parents' permission.

## Morning tea

The parents of the class that host the assembly are invited to morning tea with the Head of Preparatory School immediately following the assembly, in the Prep School Staff Room.

## BEFORE AND AFTER SCHOOL CARE

Before and after school care is provided by Extend and is available on-site from 7.00am to 8.30am in the morning, and from 2.30pm to 6.00pm after school. All queries about this service should be directed to Extend who can be contacted on **1300 366 437** or by visiting [extend.com.au](http://extend.com.au).

## BICYCLES

Christ Church encourages boys to ride their bikes to school. Boys are required to walk their bikes from Queenslea Drive to the bicycle racks within the school grounds. Bikes must be secured with a strong D-lock. Parents and boys are also reminded that all cyclists must wear an approved helmet as a matter of law and safety.

## BIRTHDAYS

We are happy to celebrate individual birthdays in class. Parents/guardians may supply a 'birthday treat' for the class. If you decide to do so, please refer to the School's [Allergy Aware Policy](#).

## BULLYING

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyberbullying refers to bullying through information and communication technologies. All cases of suspected bullying will be investigated by the Deputy Head (Pastoral) or other members of the leadership team as deemed necessary and parents are informed.

Many forms of school disputes between children are referred to as bullying when they are one-off cases and will be investigated and treated appropriately. Classroom teachers keep records of incidents and initially deal with the situation. If unresolved and escalation is necessary, the Deputy Head (Pastoral) is informed to discuss further strategies.

Bullying is not tolerated in the Preparatory School and all reported incidents are handled with appropriate action.

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### BUSES

There are bus services provided by Transperth and a dedicated school service is also available. Further information can be found on the school website (refer to *Travel to and from Christ Church* under [CCGS World](#) Quick Links).

### CENTRE FOR EXCELLENCE

The [Centre for Excellence](#) at Christ Church Grammar School provides opportunities for enrichment of academically able students.

We recognise that students' gifts and talents manifest in different ways and at different stages. For this reason, the Centre for Excellence has adopted an inclusive framework; all students are provided with an appropriately challenging curriculum within their classrooms and can access a range of co-curricular options that encourage them to develop their full potential.

More targeted programs are provided through the Centre for Excellence that ensure our students are challenged and given every opportunity to develop academically, socially and emotionally.

### CODE OF CONDUCT

The *Code of Conduct* assists boys in understanding appropriate and inappropriate behaviours. Repeated inappropriate behaviours will attract a consequence that may involve reflections, letters of apology and being excluded from particular activities. The School works closely with parents/guardians to ensure boys understand their responsibilities as a Christ Church boy.

### CHAPEL

The boys attend Chapel every fortnight on Friday from 8.30am. The service is held in our Anglican tradition and involves readings, prayers, reflections, hymns and messages supporting the importance of the values of the School.

### CLASS PLACEMENT

The boys have been placed in classes designed to balance academic and social and emotional needs. We respectfully ask that you do not request specific teachers for your son.

### CO-CURRICULAR

An extensive range of co-curricular activities are available for your son to further his interests and abilities beyond the classroom. Co-curricular activities consist of Sport training

(Years 5 and 6), Music Ensembles and Clubs. Co-curricular activities provide further pastoral links, fostering relationships and collaboration between boys in different classes and year groups. Programs and after-school activities, which can vary from term to term, focus on stimulating young minds, developing problem-solving skills and fostering enterprise. Parents 'sign-up' for co-curricular clubs via [CCGS World](#) notices, Sport through Sport selections and Music Ensembles by contacting the Music Department directly.

Co-curricular activities begin in Week 2 of every term and finishes in the second last week of term.

### COMMUNICATION

#### Diary

Boys in Pre-Primary to Year 6 receive a school diary. Parents/guardians are asked to sign this each day. Your son's class teacher will write a comment in the diary once per week as well as check it daily. Boys in Pre-Kindergarten to Kindergarten have a communication book for correspondence between parents/guardians and the class teacher.

#### Newsletters

The [CCGS World](#) newsletter is published on Thursday each week. It is important that parents read the notices, particularly those relevant to their son's year level.

A class newsletter is emailed to parents at the beginning of each week with details pertinent to their son's class.

#### Email

Parents can email their son's teachers, however please be aware that numerous emails can overwhelm teaching staff. Therefore, we encourage using this method of communication sparingly.

#### Teacher meetings

There are two formal meetings arranged by the School. The first occurs at the end of Term 1 where teachers can inform parents of their son's progress. The second meeting takes place after Semester 1 reports and is organised through the Parent Portal. After each reporting cycle, parents/guardians have the opportunity to make an appointment with their son's teachers if necessary. Parents/guardians are able to request a meeting with their son's teacher concerning any matters regarding their son at a time that is suitable for both parties.

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## Change of contact details

It is critical that you advise the School of any change in parent/guardian contact details or emergency contacts as soon as possible.

## Messages to boys

Any messages that need to be provided to your son during the school day must be directed through the Preparatory School Office. If there is a change in pickup arrangements, contact must be made with the Preparatory School Office prior to 12.45pm and we will endeavour to pass the message onto your son. Please only call after lunch if there is an emergency. Please refrain from calling teachers directly during school hours.

## CONSENT2GO

The health and wellbeing of every student at Christ Church is of paramount importance.

During the year parents/guardians will receive requests asking for the Health Record of their son to be checked and updated in **Consent2Go**, the School's online health record management platform. These requests generally occur prior to the boys going on camp and when embarking on excursions. An updated Health Record ensures staff are aware of any recent changes to a boy's health and can manage medical issues when off campus.

## DAILY BULLETIN

A Daily Bulletin is sent out to all classrooms at the beginning of each day with reminders, special notes and any other relevant information for the boys.

## EXCURSIONS

During the year boys attend excursions related to their class learning. Teachers plan excursions thoroughly and assess all of the foreseeable risks in consultation with the Deputy Head (Pastoral). Parents are notified of any excursions and the requirements of the boys via [CCGS World](#) under their child's year group notices.

## EXTREME WEATHER

In cases of extreme weather, which could include; heat, storms, heavy rain or gale winds, boys will be directed by their teachers to implement the *Severe Weather Policy* guidelines. If the weather impacts break periods, boys will be directed to an appropriate covered area to be supervised. If a school event is effected an SMS will be sent to parents/guardians.

## FINAL ASSEMBLY AND PRIZE GIVING

The Final Assembly and Prize Giving occurs on the second last Friday of the year. All boys from Years 3 to 6 are expected to attend. This ceremony is the formal conclusion to the academic year.

## FOOD

### Crunch 'n' Sip

Boys will have a short break between Periods 1 and 2 to enjoy a piece of fruit/vegetable they have brought from home. We have found that there is a long gap between breakfast and recess and a Crunch 'n' Sip helps keep the boys going.

### Recess

The boys have a 20-minute break at 10.40am. Recess is to be supplied from home and we encourage healthy food choices for all meals.

### Lunch

Lunch can be brought from home or ordered from the School Canteen. The boys have 10 minutes of allocated time to eat their food from 12.50pm to 1.00pm. The boys are then able to play from 1.00pm to 1.30pm in the allocated play spaces for their year level.

### Canteen

The boys can order their lunch from the School Canteen via MyStudentAccount. The Canteen is cashless therefore all ordering takes place using MyStudentAccount.

## HEALTH CENTRE

Christ Church is an Asthma Friendly and Allergy Aware school. Every effort is made to educate boys to prevent the spread of infectious conditions such as colds, flu and head lice. Important health policies are located on our website under **About Us > Governance > Policies**.

Your son's health and immunisation records should be kept up-to-date via **Consent2Go**. It is your responsibility to inform the Health Centre staff of any changes as soon as possible. If your son feels sick, please do not send him to school. Carefully assess, listen and take him to your GP if necessary. The busy, bustling Health Centre is no substitute for his home and you.

[View Allergy Aware Policy](#)

[View Head Lice Policy](#)

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## HOME STUDY

The Preparatory School has a home study approach. There is a great deal of information regarding the negative aspects of homework and the lack of efficacy of homework in the early years. We believe that there is a need to develop good work habits and that home study should be practising a small amount of what is done in class. Below is a guide of what students are expected to complete each day over the week. It is imperative that boys develop a rich appetite for literature by reading daily.

<b>Pre-Primary</b>	15 minutes (including reading)
<b>Years 1 to 2</b>	15 minutes
<b>Years 3 to 4</b>	20 minutes
<b>Years 5 to 6</b>	30 minutes

## HOUSES

Each student in Pre-Primary to Year 6 is allocated to one of four Houses; Karda – Goanna (gold), Wardung – Australian Raven (green), Kearla – Dolphin (light blue) or Yonga – Kangaroo (red), and remains in that House for the entirety of his schooling in the Preparatory School.

Each House has a co-ordinator, who is also a Preparatory School teacher. Throughout the year, the Houses participate in service and philanthropy activities and events. Boys can also gain House points for various other challenges, activities, rewards and events.

### House badges

Each boy from Years 3 to 6 will be presented with a House badge. These badges are to be worn on the lapel of the School blazer.

## KNIGHT'S QUEST

The Knight's Quest is a leadership program for Year 5 and 6 boys. The emphasis of the quest is boys being acknowledged for completing tasks linked to one of the Knightly values. Boys are required to complete a journal that is reflective and requires intrinsic motivation. Boys aim to achieve one or more of the six Knightly values.

## KOORINGAL – OUTDOOR EDUCATION

Boys begin the Outdoor Education Program in Year 4 with an orientation day at the School campsite, Koorinal, followed by camps in Years 5 and 6. Information regarding the Years 5 and 6 camps will be provided to parents/guardians by the class teacher.

Christ Church's Outdoor Education Program develops the character and skills of boys.

### Year 4

One day orientation offering bush activities, familiarisation of the site and team building exercises.

### Year 5

To ensure the boys are prepared and get the most out of the experience, the camp is based around the Earthkeepers project that begins in the classroom. Earthkeepers engages the boys' 'heads, hearts and hands' in understanding the natural world.

### Year 6

This three-day camp, promotes the theme of co-operation and offers more adventurous opportunities for the boys. Activities include canoeing and orienteering, as well as other resourceful activities such as cooking, cleaning and building humpies.

## LEARNING DEVELOPMENT CENTRE (LDC)

The Learning Development Centre supports students from Pre-Primary to Year 6. At the beginning of each semester, parents will be informed if assessments and observations suggest that their son would benefit from inclusion in the LDC program. The support offered by the LDC includes small group lessons in English and Mathematics, and some boys may also receive additional support working one-to-one with an adult. In addition, LDC staff work with classroom teachers to best support your son.

## LIBRARY

The Preparatory School Library aims to develop a love of reading in all boys.

### Opening/borrowing times

Monday, Wednesday and Friday: 8.10am to 3.10pm  
Tuesday and Thursday: 8.30am to 3.30pm  
Lunchtime daily (except Thursday)

**Lessons** - Boys have one literature lesson per cycle.

All boys are required to have a CCGS Prep Library bag which can be bought from the Uniform Shop.

**Loans** - Most resources can be borrowed for two weeks.

**Loan Limits** – Pre-Primary to Year 2; two items, Year 3; three items and Years 4 to 6; six items.



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**Overdues** - Parents will be notified by email each week if boys have overdue items. If an item is overdue for four weeks, it will be charged to your son's school account.

**Friends of the Library and Archives (FOLA)** – Parents volunteer to assist with shelving and book covering at different times of the week. A parent co-ordinator assists with the roster.

### LOST PROPERTY

Lost property is managed by the boys of the Peter Moyes Centre (PMC). To avoid lost property, the most important factor is having every piece of uniform clearly name labelled and it is recommended that you rename each item at least twice during the year.

### MOBILE PHONES AND SMARTWATCHES

If boys require a mobile phone or smartwatch at school, the boy must give the technology to their teacher at the beginning of the day and collect it at the end of the day.

### MONEY

The School is a cashless campus. Boys do not require money at school.

### MOVIES

Teachers are able to show G or PG rated movies to students for educational purposes.

### MUSIC

#### Classroom Music

Music education is a very important part of life at Christ Church. The classroom program sees each boy attend one music lesson per week in which boys experience a range of activities from singing, dancing, instrument playing, composing and music technology.

#### Ensembles

In addition to the classroom lessons, all boys have the opportunity to participate in Music Ensembles which are run in conjunction with the school timetable. There are 12 ensembles to choose from which cater for a wide variety of musical interests and talent. For more information on Music in the Preparatory School, please refer to the school website under [Learning > Preparatory School > The Arts](#).

### Music lessons

Music lessons for a variety of instruments are available at Christ Church Grammar School. Prep boys are required to complete a form requesting tuition that is then signed by the class teacher and Learning Group Co-ordinator. Once permission has been granted, boys begin lessons on a rotating timetable to ensure they never miss the same lesson each week. Boys learning two instruments through school are given one lesson outside the academic timetable.

For further information, please contact Karen Sim  
Music Administrative Assistant at [ksim@ccgs.wa.edu.au](mailto:ksim@ccgs.wa.edu.au).

### Instrument hire

Boys who take music lessons have the option to hire an instrument through the Music Library. Tuition books and music required for private lessons can also be accessed through the Music Library. For further information, please contact Cassandra Podbury at [cpodbury@ccgs.wa.edu.au](mailto:cpodbury@ccgs.wa.edu.au).

### Concerts and communication

With a large number of peripatetic staff involved in the ensemble program, communication is largely given through the daily bulletin, school website and email. There are several concerts throughout the year which provide opportunities for boys in ensembles, and occasionally soloists, to perform and showcase their hard work and talent. For further information, please refer to the school website under [Learning > Preparatory School > The Arts](#). Visit the Music page [here](#).

### Bursaries

The Music Department offers eight music bursaries each year on selected instruments to boys in Years 5 or 6 who have shown enthusiasm, willingness to learn, musical skill and dedication in classroom music lessons. The bursary is the financial equivalent to one 40-minute lesson per week with an instrumental tutor at Christ Church. Information regarding the bursaries will be distributed by the Music Department early in the academic year.

### PARENT CONCERNS

If you have a concern you are first asked to make contact with your son's class teacher. If you have further concerns of an academic nature please contact the Deputy Head (Studies). For pastoral matters please contact the Deputy Head (Pastoral).

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## PARENT CONDUCT

Parents and guardians, by choosing Christ Church for their son/s, agree to abiding by the values of the School. We ask that all parents observe these values when at school, school events or when communicating with others regarding the School, staff or our students. Failure to do so may jeopardise your son's enrolment at Christ Church.

## PARENT NAME BADGES

The wearing of name badges by parents is a requirement at all times when on campus for student safety and easy recognition. Name badges are organised and supplied to new parents by the Parents' Association at the commencement of the year. Additional requests for name badges can be made to Communications & Engagement at [communication@ccgs.wa.edu.au](mailto:communication@ccgs.wa.edu.au).

## PARENTS' ASSOCIATION (PA)

All parents are encouraged to join the Parents' Association. The Parents' Association was formed in May 1921 with the aim of supporting the greater school community while also providing an opportunity for parents to be more actively involved.

The School's guiding statements can be found [here](#).

## PA Class Representatives

Each class is asked to provide two PA representatives to co-ordinate social functions for their class. Please contact your son's teacher or Communications & Engagement at [communication@ccgs.wa.edu.au](mailto:communication@ccgs.wa.edu.au) for more information.

## PARKING, DROP OFF AND PICK UP

We ask that parents do not park on campus. Alternate parking is available in various locations close to the School. More information can be found [here](#).

## PASTORAL CARE

Pastoral care in the Preparatory School is overseen by the Deputy Head (Pastoral). The Deputy works closely with classroom teachers to implement and monitor pastoral care relating to specific circumstances and a boy's needs. Parents should communicate any pastoral care concerns, in the first instance, to the classroom teacher who will then involve the Deputy as necessary.

## PETER MOYES CENTRE (PMC)

The Peter Moyes Centre (PMC) caters for the individual learning and development of boys with low to high support needs. Each boy has a Documented Plan (DP), developed in collaboration with his parents and teachers. The DP outlines the boy's educational program for the term and consists of goals relating to literacy, numeracy, fine and gross motor skills, social and emotional development and community access. Inclusion is promoted by encouraging boys to participate in all general school activities such as Sport, Art, Drama, Music, assemblies, and attend mainstream classes wherever suitable. The overall mission of the PMC is to maximise each individual boy's learning potential in a safe and supportive environment.

## PROTECTIVE BEHAVIOURS

Boys in Pre-Primary to Year 6 participate in the Protective Behaviours program which is an internationally acclaimed child abuse prevention and personal safety program. The focus is on safety awareness and resilience building. This assists children to recognise any situation where they feel worried or unsafe, such as feeling stressed, bullied or threatened and explores practical ways to keep safe and seek help. By including Protective Behaviours in the curriculum, teachers work in partnership with parents and caregivers to ensure that every child has the right to feel safe at all times.

## PSYCHOLOGICAL AND COUNSELLING SERVICES

### Services

- Early screening and identification of learning and behavioural difficulties
- Psychometric, social, behavioural and educational assessment
- Consultation with School Administration, teachers and parents
- Collaboration with external mental health agencies/professionals
- Implementation of school-based action plans to accommodate student needs

### Counselling for individual students

- Collaboration with School Administration to set up and monitor student support systems
- Assist teachers in the development of individual education programs and individual behaviour management programs
- Assist the School in the appropriate educational placement of students
- Promote positive mental health through support to students identified as being 'at risk'

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### Support for students

The school psychologists assist students who are having specific difficulty with reading, Mathematics, writing, organisational skills or other school-related problems, and often make specific recommendations to the teacher, parent or School Administration.

Because of their training in child development, the school psychologists are able to evaluate and recommend appropriate remedial action or supportive programming for students who are not developing appropriate social skills.

The school psychologists are trained to identify mental health problems, which may impact on learning or educational performance. In addition, they are trained to integrate the health, learning, emotional and behavioural information in order to facilitate the student's school adjustment.

### Referrals

Referral to the School's educational psychologist initially comes from the teachers to the Deputy Head (Pastoral) or the Co-ordinator of the Learning Development Centre. Teachers will first discuss their concerns with parents and request permission to discuss the child with the Deputy Head (Pastoral) or the Co-ordinator of the Learning Development Centre. The information is brought before the Pastoral Team which only refer to the psychologist when school-based intervention plans have exhausted their efficacy, and a higher-level intervention is warranted.

### SCHOOL HYMN

Lead us O Lord,  
Your pure clear light  
Shall guide our steps to set them a-right.  
Though the darkness swirl around the one true way,  
Your word shall lead us higher to meet the dawning day.

Joy sings O Lord in every heart  
As friendship plays its God-given part.  
May our friendship show the love that lives in You.  
Make happy all fellowship working to make life strong and true.

Thank you O Lord for bright lives past  
That prove Your love has power to last.  
Steady may they shine in days when hope is low,  
And kindle our courage to serve You with a fiery glow.

Come with us Lord, put out Your hand  
To point the path when doubt clouds the land.  
'Deus Dux Doctrina Lux' shall lead us clear.  
Our lives shall share Your glory with You ever near.

*Words by AL Pate, Music by JW Bates*

### SCHOOL RULES

#### Playground rules

Depending on their year level, boys have designated areas of play:

- Pre-Primary - remain in the Pre-Primary area
- Year 1 - sand playground and designated oval space
- Year 2 and above - sand playground, Blue Web and designated oval space

Please note, the sand playground can only be used by boys up to and including Year 2.

- hands off at all times (tackling, pushing etc. are not permitted)
- a hat is required when outside or student will be directed to the shade area
- eating on the oval is not permitted
- play safely at all times
- boys are to walk under the verandahs at all times
- boys are to be supervised at all times and not left unattended in classrooms
- shoes must be worn at all times, except by boys in the Years 1 to 2 sand area playground
- boys must leave the oval as soon as the bell sounds

### SCHOOL WIDE POSITIVE BEHAVIOUR SUPPORT

The School Wide Positive Behaviour Support (SWPBS) framework is one of the tools utilised by the Preparatory School to support the social and academic learning of all boys.

This approach is based on the belief that relationships are the foundation for social and academic achievement, student achievement is maximised when staff develop positive classroom cultures that promote and exemplify positive student behaviour and interactions, making students feel that they are both cared for and supported to succeed.

Through the SWPBS, boys from Years 1 to 4 focus on the development of core values and learn about what these values look like in their day to day behaviours and interactions. Boys discover ways to display these values and are recognised in class with immediate rewards and House Points.



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SWPBS encompasses values including; Care and Compassion, Respect, Responsibility and Understanding, and Inclusion. It complements the School's existing Code of Conduct, Resilience, Rights and Respectful Relationships program, Pastoral care model, fortnightly Health and Wellbeing classes, Religious education and Vertical House Groups (VHG).

### SIGNING IN AND OUT

When boys need to leave campus during the day they must be signed out by an adult. When the boys return or are late, they need only to attend the Prep School Office and sign themselves in.

### SPECIALISTS

#### Physical Education

Physical Education is broken into two segments in the Preparatory School and is taught three periods per fortnight:

#### Pre-Kindergarten to Year 3

In the early years, there is a focus on fostering a love of physical activity. There is a strong emphasis on play, with fundamental motor skills highlighted. During Term 1, extensive swimming lessons are provided for all boys.

#### Years 4 to 6

In the later years of the Preparatory School, the focus shifts to utilising game sense to strengthen and reinforce skill development in game scenarios. Experiences are provided to aid in developing sportsmanship, teamwork and fitness.

**Music** (refer to Music section)

#### Drama and Dance

In Drama and Dance the boys will have the freedom to choose, express, to act, to say and simply just to be. The boys will be immersed in an environment that is fun and safe whilst they engage their senses in both cognitive and physical ways.

#### Year 5 and 6 production

A yearly production is performed by the Year 5 and 6 boys at the end of Term 3 with auditions at the end of Term 2. All Year 5 and 6 boys will have an opportunity to audition. Boys should cater their audition pieces to best suit the character they wish to play. Depending on the production, auditions will usually comprise of a short one-minute monologue and a one-minute song of their choice. Audition songs can be performed either with a backing track or a cappella.

### Art

Students in Years 1 to 6 have three Art lessons and boys in Pre-Kindergarten to Pre-Primary have two lessons per cycle. Art at Christ Church offers studio practice in the areas of drawing, printmaking, painting, sculpture, ceramics, technology and textiles.

Involvement in Visual Arts can extend beyond scheduled lesson time in the form of workshops, incursions, visits to galleries, collaborative projects with the Senior School, Week of the Arts in Term 3, the annual Preparatory School Art Exhibition, and a comprehensive Artist-in-Residence program.

### Mandarin

The study of languages offers students a rich and challenging experience whereby they can engage with and participate in the linguistic and cultural diversity of the globalised world. Boys will develop their knowledge, skills and understanding of Chinese through the lively and fun Chinese program. A range of opportunities are offered to immerse boys in unique Chinese culture such as celebrating Chinese New Year, making Chinese dumplings, learning Chinese Kung Fu, having Yum Cha, making kites etc.

**Library** (refer to Library section)

### SPORT

#### House Carnivals

Years 3 to 6 boys are involved in the major sport carnivals:

Cross Country (Term 1)

Athletics (Term 2)

House Sport (Term 4)

Swimming (Term 4)

#### Junior Public Schools' Sport Association (JPSSA)

The JPSSA is the sports body (made up of the seven PSA schools) that run the inter-school program. Major sports carnivals are run in Terms 1, 2 and 3 for all Years 4 to 6 boys.

#### JPSSA Weekly Sport

Christ Church compete against the other six PSA schools in weekly fixtures, off campus, each Thursday from 1.00pm. Training is compulsory for all inter-school sports and is conducted at the School. These fixtures are for all Year 5 and 6 boys.

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Summer Sports (Terms 1 and 4) include; Basketball, Cricket, Tennis, Water Polo and Volleyball.

Winter Sport (Terms 2 and 3) include; Australian Rules Football, Hockey, Rugby and Soccer.

### Mouth guards

Please refer to the school website under [About us > Governance > Policies > Sport Policies](#) for information concerning mouth guard use.

### Year 4 Sport

The Year 4 Sport program at Christ Church gives boys an opportunity to learn and participate in a variety of sports, as well as compete against other schools from within the JPSSA.

Sports are introduced and practised at Christ Church before culminating in a round-robin carnival. This provides boys a chance to demonstrate their new skills, along with providing a foundation for Years 5 and 6 inter-school sport.

Please refer to the school website under [CCGS World > Sport](#) (under Quick Links) for up-to-date information regarding Preparatory School Sport.

## START OF YEAR

### What to bring

Boys need to attend the first day of school in summer uniform, with fruit break, recess and lunch (organised) and a library book bag.

### Parent Information Evening

The Parent Information Evening is held during the first week of school, in the School Chapel. The Principal and Head of Preparatory School speak to parents about the direction of the School and priorities for the year. All parents are invited to attend.

Following the Chapel session, parents return to their son's class to hear from his teacher about the logistics of the class and program.

## STATIONERY

All stationery required is inclusive of the comprehensive school fee. Boys are asked to replace stationery that they misplace throughout the year.

## STUDENT LEADERSHIP

### School Captain

The School Captain is elected by the Year 6 cohort, from nominations put forward by each House Co-ordinator. The School Captain is appointed for one term.

### House Captains

All boys in Year 6 can nominate to be a House Captain. All nominations are then voted on by the Year 6 cohort and two captains from each House are elected. The House Captains are appointed for one term.

### Class Captains

Each class elects two Class Captains who assist with the everyday running of the class. The boys are asked to present to their peers why they are the best boy for the role. No offers of gifts or out of school endorsements are allowed. The Class Captains are appointed for one term.

## SUN SAFE

Boys need to wear a wide brimmed hat when doing all outdoor activities, except aquatic activities. Boys are required to apply sun screen before they come to school and re-apply throughout the day.

## TECHNOLOGY

Christ Church provides individual iPads throughout the Preparatory School. These devices are used as a learning tool and do not detract from the importance of developing handwriting skills. Technology is a significant part of the lives of many of our students and they are taught to use it appropriately. In the Prep School, the *Acceptable Use Policy* needs to be agreed upon each time the boy logs onto their iPad. Issues of misuse are reported to the Director of Pastoral Care, Planning and Co-curricular (Deputy Head) where consequences are linked to the *Managing Student Behaviour Policy* and may result in the device being withdrawn for a period of time.

## UNCOLLECTED BOYS

A staff member is on after-school duty until 3.40pm each day. Boys who are not collected by that time will be brought to the Prep School Office and their parents contacted. Boys attending co-curricular clubs who are not collected may be excluded from the club.

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# Preparatory School Handbook

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## UNIFORM AND APPEARANCE

As uniforms are a reflection of each boy and the School, boys are required to wear all parts of their uniform correctly and with pride. Uniforms should be free of holes, rips, frays, have all buttons intact and be clean on the arrival to school. Top buttons on shirts are to be done up, ties worn correctly, shirts tucked in (apart from while playing during breaks), laces tied and shoes polished. If boys are not dressed in the correct uniform for excursions or sporting events, exclusion from the event may result. All items of clothing need to be clearly named.

### Uniform – Pre-Kindergarten to Year 2

Preparatory sport polo  
Navy PE shorts  
White sports socks  
Bumblebee top  
Navy tracksuit pants  
Fleecy lined vest  
Sports shoes (preferably Velcro)  
Wide brim school hat

### Summer uniform - Years 3 to 6

Navy and white striped shirt  
Navy school shorts  
Navy school jumper (optional)  
Navy school socks  
Black polishable lace-up shoes  
Wide brim school hat

### Winter uniform - Years 3 to 6

Navy and white striped shirt  
Grey school shorts  
School tie  
Navy school jumper (optional)  
Navy school socks  
Black polishable lace-up shoes  
Wide brim school hat

### Formals on Fridays (except Term 1)

White long-sleeved shirt  
School blazer  
Grey school shorts  
School tie  
Navy school jumper (optional)  
Navy school socks  
Black polishable lace-up shoes  
Wide brim school hat

## Sport and Physical Education uniform

School tracksuit (top and pants)  
School polo shirt  
Navy PE shorts  
White sport socks  
House polo shirt  
School racing bathers  
Sports shoes  
Rash-top for aquatics  
Wide brim school hat

## Hair

Hair should be maintained at a length following these guidelines; above the eyebrows, ears and collar. Classroom teachers will monitor hair length and communicate with parents in the first instance should this need attention. Hair styling should be conservative with no shaved-out patterns, colour or other extreme trends.

## VERTICAL HOUSE GROUP

On selected Thursdays, boys from Years 3 to 6, within their House will meet and share in activities and team building games. This provides the boys with the opportunity to build relationships with staff and boys in other year levels.

## VISITORS AND VOLUNTEERS

If you are visiting or volunteering at the School you must first sign in at the Prep Office. Volunteers are asked to complete a volunteer package and return it to the Prep Office. Parents volunteering at the School do not have to complete a Working with Children Check, as per legislation.







Christ Church  
Grammar School  
PERTH, WESTERN AUSTRALIA