Dear Parents

It is a delight to have been so warmly welcomed into this joyous catholic school community here at Sacred Heart. My first impressions of the community are exceptionally positive, a community made up of dedicated teachers and parish members, loving parents and students striving for the one goal, to be united as a faith community, celebrating each person, journeying with compassion, acting with justice, striving for excellence and seeking a balance. My passion is for Catholic education having been involved in various Dioceses and schools over the past 25 years. I am looking forward to getting to know this wonderful community and will endeavour to the best of my ability to make a worthwhile contribution to the mission of the Sacred Heart community.

Do you know the difference between an optimist and a pessimist? Well, the optimist laughs to forget and the pessimist forgets to laugh. Perhaps during the holiday break, you found yourself moving in and out of the two camps. Whatever your state of humour, welcome to the new School Year.

A special welcome to the new families who have joined our community:


As class parents for 2015 are still being finalised we ask existing families to introduce themselves to our new Mums and Dads. When the class parents are confirmed they will be putting a contact list together for each grade.

Even though the holidays are over, our role as parents continues and picks up again on being co-partners in the education of our children. As we all know, education goes beyond imparting facts and information, it also entails the imparting of the values of the community. Because of our choice to send our children to this school, the values that are imparted are those of a Christian community.

We live in a time when the broader community’s values and Christian values continue to diverge; more than ever there is a need for Christian values to be lived and witnessed equally in the school, the Church and the home. If we simply exist within the broader community, we can come to a point where we give up our Christian beliefs, values and ideals and eventually stand for nothing.

The meaning of Jesus’ words, “You are the salt of the earth,” has to do with the willingness to live our lives with the “tang” of our Christian beliefs intact. Christians are asked to be “tangy” rather than insipid in the manner in which we live.

In her book, North of the Orient, Anne Lindbergh tells about the oriental symbolism of trees: the bamboo stands for prosperity; the pine for long life; the plum tree suggests courage, because it puts out blossoms while the snow is still on the ground. Christians might adopt the plum tree as their symbol and show Christ-like attitudes when they are needed most: be kind and forgiving to those who hold opposite opinions and might be aggressive towards us; stand up for moral ideals when it is contrary to popular opinion; have the courage and strength to do the difficult things by “putting out our blossoms” when it is not easy to do so.
The Dalai Lama, when commenting on religious beliefs, had this to say: “Each of us is free to believe or not to believe. But once you follow a religion and believe in what it teaches, you should give it great importance in your life and avoid having faith on every other day. Do not act erratically and make sure your thinking corresponds to what you say and do.”

Each of us parents is free to send our children to this school but once we have made that choice, we need to be fully supportive of its ethos and values. We all know the effect on children, if parents are not in harmony with each other within the family. The same effect is present if there is a lack of harmony between teacher and parent, between school and the home.

The chief purpose of this Catholic school is to help parents bring up their children in the Catholic faith as well as providing a sound comprehensive education. The whole school community is responsible for creating a climate in the school that is permeated by the Gospel Spirit of freedom and love. When students observe their parents sharing common beliefs, attitudes and values, they feel more secure and purposeful within their own lives.

“God, we ask You to be ever with us in our role of Christian parenting. As Christian parents, we have chosen to proclaim You to our children in a clear and unmistakeable manner. May Your truths be strong within us and may Your Spirit enable us to nurture our children with wisdom and authority. Amen.”

Congratulations to Zoey M in year 6 who is off to Lismore to represent Broken Bay schools at the Polding Basketball trials.

It is also wonderful to announce the leadership team at Sacred Heart for 2015.

Assistant Principal  Mrs Wheen
Co ordinator (Religious Education)  Mrs McBryde (Mrs Pitcher)
Co ordinator (English)  Mrs Williams (Ms Rudd)
Co ordinator (Mathematics)  Mrs Ngamu (Mrs Wood)
Co ordinator (Wellbeing)  Miss Perry (Mrs Butler)

All co ordinators receive release from face to face class teaching. Consequently the teachers named beside the class teacher will continue the learning for these classes on one specific day a week.

May the Joy of the Gospel be with you

Mrs Suellen Garey
PRINCIPAL

Forward Planner

10 Feb  Parent Information Night (two identical sessions at 6pm and 6.30pm) + P&F Meeting (7.00pm)
11 Feb  Opening School Year Mass (11.30am)
18 Feb  Ash Wednesday Mass (11.30am)
20 Feb  Welcome BBQ (entertainment by Simon Hyland)
24 Feb  Parent Volunteer & Literacy Session (9am in School Hall)
25 Feb  Swimming Carnival (Yrs 2-6) and Water Safety Day (infants)

Our full school calendar can be accessed on our school APP or on the school website on the Significant Dates page: here

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<thead>
<tr>
<th>Positive Behaviour For Learning</th>
<th>Respectful Relationships</th>
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<tbody>
<tr>
<td>Our PBL focus for this week is: CYBER SAFETY</td>
<td>Our Respectful Relationships focus for this week is: SAY PLEASE, THANK YOU, EXCUSE ME AND HELLO TO TEACHERS, ADULTS AND OTHER CHILDREN</td>
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Welcome back to 2015! I hope your holidays were relaxing and restful. During the holidays Mrs Garey, Mrs Wheen, Miss Perry, Mrs Ngamu and myself attended a Diocesan Leadership Day. The focus of the day was Mission.

Pope Francis has written an encyclical named *Evangelii Gaudium which means Joy of the Gospel*. For a papal document, *Evangelii Gaudium* is remarkably reader friendly. As a diocese, parish and at Sacred Heart this year the staff will be exploring the document and reflecting on the challenges that are presented to us by Pope Francis in this document. There are seven challenges:

1. Let us not allow ourselves to be robbed of missionary enthusiasm!
2. Let us not allow ourselves to be robbed of the joy of evangelization!
3. Let us not allow ourselves to be robbed of hope!
4. Let us not allow ourselves to be robbed of community!
5. Let us not allow ourselves to be robbed of the gospel!
6. Let us not allow ourselves to be robbed of the ideal of fraternal love!
7. Let us not allow ourselves to be robbed of missionary vigour!

**Our Diocesan Focus on Mission**

‘God’s Mission: the Joy of the Gospel’ aims to ensure that our schools more consciously realise that missionary discipleship is the ‘heartbeat’ of all our endeavours.

This is not an ‘additional project’; rather it is a renewing lens through which we look at everything we do. It is a call to a renewed heart for mission.

As disciples of Jesus we are called to proclaim the Joy of the Gospel of Jesus.

**Two Ways to live the Joy of the Gospel**

1. Hold or touch a cross, take a deep breath, and say ‘yes’ to living this day with hope.
2. Start and end each day with a prayer of praise.

**Parish News**

Bishop Peter Comensoli will be visiting our parish and will celebrate Mass at Sacred Heart Church on Sunday 15 February 2015 at 6pm. Sausage sizzle and drinks will be provided after mass. All families are invited to attend to meet our new bishop.

**Your invitation - Pope Francis seeks your input to the Synod on the Family.**

Everyone is invited to take part in a questionnaire in preparation for the Synod on the Family to be held in October 2015. This follows up from the Bishop’s Synod which was held last year.

Following the Extraordinary Synod on the Family in October 2014, Pope Francis and the Synod of Bishops are once again seeking responses to questions as part of their preparation for the 2015 Synod on the Family. Engaging in this process is a way to take an active role in shaping how we share the Gospel and respond to the needs of those around us.
Religious Education News

This next stage in the process aims to extend the work of the previous Synod rather than revisit what has already been discussed. The questions have been framed to draw out ways in which the Church can better listen, look to Christ and then act to support marriage and family life.

The questionnaire has been developed to enable as many people as possible to respond. You need not answer all of the questions. You may wish to focus on questions relating to a particular area of interest or expertise. It has been created to collate responses from the Diocese of Broken Bay so if you are a visitor you may wish to contact your own diocese for further information on how you can respond.

While not essential to be able to answer the questions, you may wish to read the Relatio Synodi (final report of the Extraordinary Synod in October 2014) before responding. It can be found through the links below or at http://www.vatican.va/roman_curia/synod/documents/rc_synod_doc_20141209_lineamenta-xiv-assembly_en.html

The Pope wants to hear from as wide a cross section of the Catholic community as possible. Here is an opportunity for everyone to be involved in this important event. To access the survey please use the link: https://www.surveymonkey.com/r/?sm=BC7w%2bJlFWkr16MApd8uyhkdOMw%2b9pM77kYTyp1tQmug%3d
The survey will be open until midnight on Tuesday 10 February 2015.

Position Vacant
The Catholic Parish of Pittwater is seeking to employ a Director of the Sacramental Ministry and Catechist Coordinator. If you are interested in applying for this position please see the advert in this newsletter, refer to the parish bulletin or contact Suzy Caruso at the Parish Office. Applications close on Thursday 12th February.

Dates to Remember
11 Feb Opening School Mass at 11:30am
18 Feb Ash Wednesday Mass at 11:30am
4 Mar Year 2 and Year 6 Class Mass at 9.15am

Good News of the week and Prayers
If you have any Good News or if you need our prayers, please see me at school, contact me by phone.

PARISH WEEKLY BULLETIN can be found here

Christine McBryde – Religious Education Co-ordinator

Parent Information Sessions

Parent Information Night – 10 February 2015
Two identical sessions, one at 6pm and one at 6.30pm for each year group. Class teachers will introduce themselves and outline the curriculum for the year.

Parent Volunteer & Literacy Session – 24 February 2015
Literacy - This session is for parents wishing to help with reading and literacy in the classroom in Kinder to Year 2.
Volunteers - All parents wishing to volunteer at school who have not previously attended a Parent Volunteer Session, are required to attend this 15 minute session (approximately 9-9.15am).

In 2015 parents will not be able to volunteer at school without a current Working with Children Declaration. This will include canteen, excursions, library, sport days, incursions and helping in classrooms. Class teachers will have a list of who can volunteer in their classroom at the Parent Information Night on 10 February 2015. If you do not have a declaration on file, please see the school office or you can download a Parent Volunteer Declaration Form from our school website here.
**Class Parents**
If you would like to volunteer to be a class parent, please advise the school office. We currently need class parents for: Kinder, Year 1, Year 2, Year 3, Year 4 and Year 5.

**New Privacy Laws** – with the introduction of new privacy laws in Australia, the CSO has advised we are no longer allowed to provide parents with a “Class Contact List”, as we have done in the past (ie parents’ phone numbers).

**School Buses** – information on bus numbers and routes can be found on the Sydney Buses website [here](#). Select Sacred Heart from the drop down menu and navigate.

All students who applied for a bus pass at the end of 2014 should have received their new pass. To allow sufficient time for distribution late applications, free travel to and from school on school days will be granted to students using State Transit bus services until **Friday 20 February 2015** only. To receive free travel students must be in school uniform.

From **Monday 23 February 2015**, all students without a current bus pass will be required to pay for journeys to and from school.

**School App – Download links and Tip Sheet**

Tip Sheet for the app can be found [here](#).

**Medication held in sick bay** - we ask parents to take responsibility for noting expiry dates of medications supplied to the school. Please ensure your child’s medication is in original packaging and labelled with student’s name and dosage. If you do not have a record of the expiry date on your child’s medication, please telephone the school office.

**Email** - All correspondence from the school is now sent home via email. If you find you are no longer receiving our emails, your mailbox could be full.

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**Band and Choir News**

Band rehearsals for both training and concert bands will commence in week 3 (**next week**).
7.45am Wednesday (Training Band)
7.45am Thursday (Concert Band)

*Clare McFadden*

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**Drama News**

Drama will commence next week!
Seniors (Yrs 3-6) – Monday afternoons, 3-5pm
Juniors (K-Yr 2) – Thursday afternoons, 3-4.30pm

*Susan Rudd*

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**Uniform Shop News**

If anyone has a school bag that needs the zipper repaired to please bring into the Uniform Shop ASAP.

*Veronika & Clare*
Position Vacant – Catholic Parish of Pittwater

Director of the Sacramental Ministry and Catechist Co-Coordinator (Community of Avalon)

The primary purpose of this position is to:

a) Coordinate the Parish’s sacramental programs, focusing on Confirmation, First Reconciliation and First Eucharist, with the support of the previous coordinator, with the view of ultimately working alone; and
b) Coordinate the scripture classes in the surrounding public primary and high schools (Avalon region), including teaching in the classrooms and being the point of contact for other volunteer catechists;

The successful applicant will be required to be an active member of the Parish Pastoral Team and will work closely with the Parish Priest.

The role is varied, rewarding and offers the flexibility to be organised around other work or study commitments. It is expected that the Director of the Sacramental Ministry/Catechist Co-Coordinator would work up to 36 hours per fortnight and liaise with the two Parish communities of Mona Vale and Avalon. The successful applicant would be someone who enjoys working with people, can communicate clearly with the Parish Team, school staff, parents and the Diocese. The role requires:

- A good knowledge of the Sacraments of the Church;
- Excellent communication skills, both written and verbal;
- Excellent interpersonal skills;
- Good team leadership skills and the ability to work in cross-functional teams;
- Computer skills;
- The ability to teach others and to learn from others;
- A diligent and committed worker.

The Director of the Sacramental Ministry/Catechist Co-Coordinator will be expected to endorse and work within the Parish Values (Belonging, Participation, Humility, Integrity, Spiritual Growth, Caring, Hope, Joy).

A detailed description is available by emailing office@pittwaterparish.org or at www.pittwaterparish.org

Interested applicants are invited to send a letter of interest and CV to:

Parish Priest
The Catholic Parish of Pittwater
1 Keenan Street
MONA VALE NSW 2103

or email: pp@pittwaterparish.org

Applications close on Thursday 12 February at 3.00pm

P&F News

Welcome back everyone and welcome to all of our new families. Another busy year is about to start and we will have our first P&F meeting for 2015 immediately following the Parent Information Night on 10 February at 7pm in the library. At this meeting existing families will be able to meet our new Principal, Mrs Suellen Garey, we will be talking about the school Jubilee Celebrations and you will learn all we have planned for the year. It is a very exciting year ahead engaging the parents and all members of our Sacred Heart Community.

Welcome to you all, hope to see you on 10 February 2015.

Lynette Suchanek - P&F Secretary (shpandf@gmail.com)
Happy Birthday from all at Sacred Heart to the following students who celebrate a birthday during the coming week:

Jackson M  
Tobias W  
Brooklyn C-B  
Ashley D  
Jesse C  
Dominic K  
Bryn W  
Billy S  
Charlotte C-B  
Gabriella M  
Stephanie B  
Claire D  
Abby D  
Mia O  
Kirra N

Morning Kiss & Drop Zone Roster

Thank you to the parents who are on the Morning Kiss and Drop roster this year. You are helping to keep our children safe. We would appreciate more volunteers for this rewarding duty, as some of our volunteers left the school last year with students in Year 6. Please text Selina Nichols on 0416 157 198 or email nicholsselina@gmail.com if you can help. It involves a half hour duty around once a month.

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<tr>
<th>Monday</th>
<th>Tuesday</th>
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<td>9 Feb</td>
<td>10 Feb</td>
<td>11 Feb</td>
<td>5 Feb</td>
<td>6 Feb</td>
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<tr>
<td>Lisa C</td>
<td>Leonie S</td>
<td>Eloise C</td>
<td>Lisa P</td>
<td>Kylie D</td>
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<td>16 Feb</td>
<td>17 Feb</td>
<td>18 Feb</td>
<td>12 Feb</td>
<td>13 Feb</td>
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<tr>
<td>Anna R</td>
<td>Lucy B</td>
<td>Sheridan P</td>
<td>Shanna C</td>
<td>Kellie C</td>
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<td>Tracey O</td>
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Canteen News

**CANTEEN ROSTER (start 9.30am - finish 1.45pm)**

<table>
<thead>
<tr>
<th>Mon 9/12</th>
<th>Thur 12/2</th>
<th>Fri 13/2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amber L, Meegan H, Katie Z</td>
<td>Kammi B, Juliana J, Linda M, Clare B</td>
<td>Zoe W, Julie F, Maria K</td>
</tr>
</tbody>
</table>

Hello and welcome to both our current and new Sacred Heart families. We are looking forward to a new year as well as meeting all the new kinders!

**On line ordering** - We are so excited to provide on line ordering only. We know this is a big change but we know it is a positive one. It is important for all Sacred Heart families to register for on-line ordering as it will also be used for our many events that take place during the year such as Mothers/Father's Day and Fun day. If you haven't registered or need help, please contact us or come and see us anytime!

**Price increase** - Due to notifications from all our suppliers over the last 6 months we have had to make adjustments to our prices for 2015. We ask that you check the menu, available on the school website for all changes.

**Volunteers** - The term 1 roster has been sent home. Please check your dates and if there is an issue let us know asap.

**Help** - Friday 13 February - if you are able to help either 9.30-1.45pm or 11-1.30pm please contact Marie 0410 566 777.

**Kinder Parents** - If you are supplying lunch for your child that needs to be heated, due to health regulations the canteen is unable to provide this service.

*Kay & Marie – Canteen Coordinators*
1. The School and the Diocese both independently and through its Schools collects personal information, including sensitive information about students and parents or guardians before and during the course of a student’s enrolment at the School. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the School to provide schooling for your son/daughter and to enable them to take part in all the activities of the school.

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. Laws governing or relating to the operation of schools require certain information to be collected. These include education, public health and child protection laws.

4. Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical reports about students from time to time.

5. If we do not obtain the information referred to above we may not be able to enrol or continue the enrolment of your son/daughter.

6. The school from time to time discloses personal and sensitive information to others for administrative and educational purposes including to facilitate the transfer of a student to another school. This includes -
   - government departments, government agencies and statutory boards
   - the Catholic Schools Office
   - the Catholic Education Commission NSW
   - the Diocese of Broken Bay and its parishes
   - systemic schools within the Broken Bay Diocese and other schools
   - NSW Board of Studies and the Australian Curriculum and Reporting Authority (ACARA)
   - medical practitioners
   - people providing services to the school, including specialist visiting teachers, (sports) coaches, volunteers and counsellors

7. Personal information collected from students is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, student activities and other news is published in school newsletters, magazines and on our website. Photographs of student activities such as sporting events, school camps and school excursions may be taken for publication in school newsletters, magazines and website and for Diocesan Schools System publications and the diocesan Schools System website. The school will seek parents’ permission to use student photographs in this way.

8. Parents may seek access to personal information collected about them and their son/daughter by contacting the school. Students may also seek access to personal information about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the school’s duty of care to the student, or where students have provided information in confidence.

9. The school from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the school’s fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.

10. If you provide the school with the personal information of others, such as doctors or emergency contacts, we encourage you to inform these parties that you are disclosing that information to the school and why, that they can access that information if they wish and that the school does not usually disclose the information to third parties.

11. The school utilises service providers to provide certain services to the school and its staff and students. The school may provide your personal information to those service providers in connection with the provision of these services. The school’s service provider may store personal information in the ‘cloud’ which may mean that it resides on servers which are situated outside Australia. The school’s email service provider may store and process emails outside Australia.

12. The Diocesan Schools System Privacy Policy also sets out how to make a complaint about a breach of privacy and how the schools will deal with such a complaint.
Pittwater Council – Changes to Parking Restrictions

CHANGES TO PARKING - TERM ONE, 2015
WARATAH STREET AND KEENAN STREET
Mona Vale Public School and Sacred Heart Catholic Primary School

Pittwater Council is working with Mona Vale Public School and Sacred Heart Catholic Primary School to implement changes to the current parking arrangements on Waratah Street and Keenan Street. These changes will assist with traffic flow and will allow for a higher turnover of vehicles during the peak AM and PM periods.

Families from both schools are being asked to use the "NO PARKING - STOP, KISS AND LEAVE" zones on the side of the road where your child’s school is located. If this is not possible, then your child must use the supervised pedestrian crossings on Keenan Street and Waratah Street to reach their school.

Parents must not risk their child’s safety by allowing them to cross Waratah Street or Keenan Street to reach their school at any other location other than the supervised pedestrian crossings. Drivers can use the roundabouts on Waratah Street to circulate through the school zone.

WHAT IS CHANGING?
1. The current P2 and P6 "Stop, Kiss and Leave" zones on Waratah Street (both sides) and Keenan Street are being removed and replaced with "NO PARKING 8AM-9.30AM - 2.30PM-4PM, SCHOOL DAYS ONLY".
2. The Waratah Street "NO PARKING ZONE" on the Mona Vale Public School side of the road will be extended for the AM drop-off period. This will allow for an additional three cars to use this space between 8am-9.30am, school days only and will remove the current unrestricted parking during the peak AM period, which is in place until 2.45pm.
3. The existing AM and AM/PM school bus zones on Waratah Street will be swapping locations. The existing unrestricted parking in place until 2.30pm will be removed and replaced with "NO PARKING 8AM-9.30AM, SCHOOL DAYS ONLY". This will allow for an additional three cars to use this space for the morning drop-off.
4. The existing 1P parking will be removed on Keenan Street (Woolworths side) and replaced with a P6 "STOP, KISS AND LEAVE" zone between 8-9.30am - 2.30-4pm, school days only*. You can only park here for a maximum of 5 minutes.

HOW DO WE USE THE "NO PARKING" ZONE?
- The driver must remain within 3 metres of the vehicle.
- Drivers are only permitted to stop here for 2 minutes to drop off and pick up passengers.
- "NO PARKING" will be in place between 8am-9.30am and 2.30pm-4pm, school days only. Outside of these times unrestricted parking will apply.
- School zone parking offence - Rule 168 (1) - $173 fine and 2 demerit points.
- In the afternoons, arrive after the bell has gone and allow time for your child to reach the "NO PARKING" zone. If your child is not waiting to be collected, do not stop - please continue to circulate through the roundabouts and approach the "NO PARKING" zone again.
- If you need to walk your child into school, then you must park elsewhere, such as the Keenan Street P6 Zone, Woolworths carpark or the Bungan Lane carpark (opening late 2014).

"NO PARKING" zones provide a safe place for children to be dropped off and picked up and allow for a high turnover of vehicles. It works, if everyone follows the rules and does the right thing.
Pittwater Council – Changes to Parking Restrictions

CHANGES TO PARKING
from Tuesday 27 January 2015

How to use a No Parking area:

- Park no more than two minutes.
- Must not move more than three metres away from your vehicle.
- Vehicle must not be left unattended.
- Keep driving if no spaces are free.

School zone offence:
- 2 demerit points
- $173 penalty

Changes have been made to parking on Keenan Street and Waratah Street commencing Tuesday 27 January 2015 and will operate as sign posted, school days only.

Remember to check the signs when parking your vehicle.

PITTWATER COUNCIL

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CHANGES TO PARKING
from Tuesday 27 January 2015
Keenan Street (Woolworths side)

How to use a P5 Zone:
• Park no more than five minutes.
• Keep driving if no spaces are free.
• Stop, Kiss and Leave.

8AM-9.30AM
2.30PM-4PM
SCHOOL DAYS ONLY

Changes have been made to parking on Keenan Street and Waratah Street commencing Tuesday 27 January 2015 and will operate as sign posted, school days only.

Remember to check the signs when parking your vehicle.
** IMPORTANT CHANGES TO CANTEEN LUNCH ORDERING**

We will no longer be accepting manual paper bag lunch orders over the counter, in the classrooms or in our black letterbox.

Sadly we are no longer accepting manual lunch orders and have moved to online ordering to enable us to run our canteen more efficiently, providing more time to create a better service for you and your children. Our canteen is now completely ONLINE for ALL LUNCH ORDERS. Please ensure you have now registered online.

REGISTERING FOR ONLINE ORDERING:
2. In the section FOR PARENTS click on ‘PARENTS’ then ‘CREATE ACCOUNT’
3. (Sacred Heart School Registration I.D 25131963)
4. Fill in your registration form with Parent details – Submit (register as a parent)
5. This will take you to a Login area - login with Parent details – you will now be in your account
6. Click on ‘STUDENTS’ - to create your child’s profile etc. Each child in your family needs to be added individually for the current school year/class.

CREDITING YOUR ACCOUNT – (ACCOUNT TOP UP’S)
The four ways of crediting your account are:
1. **CASH** - You can pay cash directly to Kay or Marie on the days that the canteen is open. Your account will be credited immediately.
2. **Direct Transfer from YOUR bank account** – Please note this takes up to **four** working days (excludes week ends) to receive and credit your account. **PLEASE PROVIDE YOUR FAMILY NAME AND FAMILY CODE FOUND ON YOUR SCHOOL FEES** as the reference.
   
   Account Name: Catholic Development Fund, BSB: 062 784 Account: 12787100
3. **Credit Card and Paypal** - Payments are sent directly to school24. Your account will be credited immediately. School 24 (not Sacred Heart) charges fees for these options. For any payment queries please contact School 24 direct on (02) 8041 1132.

PLEASE REFER TO THE SCREEN SHOT INSTRUCTIONS AT THE BACK OF THIS NEWSLETTER ON TOP UP’S WHEN USING THE CREDIT CARD / PAYPAL AND DIRECT TRANSFER METHOD

IMPORTANT NOTES
- Until your account has been credited, you **will not** be able to order lunches or view our menu.
- Cash top ups can be made to the canteen
- Credit Card and Paypal payments can be done anytime.
- For Direct Deposits only – Please send us a top up request so we can look out for your payment.
- Update your child’s class for 2015 prior to ordering.
- If you are registered but have forgotten your password, you can request your password to be re-emailed to you. Enter the tab “forgot password” on the login page.
- All orders must be placed before 8.45am on the day of ordering.

We now have gluten free options available on line. Please provide us with the breads, rolls, muffins etc and label each package with your child’s name and class.

Should you need any help with setting up your school 24 account, please come and see us in the canteen or email us on SSHMV.Canteen@dbb.catholic.edu.au

Whilst we have set up our menu in the simplest format, should you have any concerns or feel we have missed an item, have a suggestion or need help registering please do not hesitate to let us know.

Thank you

*Kay Neale and Marie Nero, Canteen Coordinators*
Top-up your Account
On the left hand side navigation menu, scroll down to the Canteen section. Click on Top-Up
(PLEASE NOTE THAT THE UNIFORM SHOP OR ROSTER FUNCTION IS NOT CURRENTLY ACTIVE TO USE FOR SACRED HEART)

On the next screen, three top up options will appear. If you wish to top up using Direct Debit (bank transfer) please click on the Manual button.

On the next screen you must select your top up amount and click on the Request Top up button.
Canteen – Online Ordering in 2015

Then you must transfer the top up amount into the school canteen and email them a copy of the bank transaction. Please remember to include your family code and family name in the bank transfer as a reference.

If you wish to top up using credit card, you have two options, see below. The Green Credit Card option only allows you to enter your debit/credit card details and the fee is 0.5% of the top up amount. The other option is PayPal, through this payment gateway you can use a PayPal account or you can enter your credit/debit card details directly. The PayPal option incurs a fee of 1.5% +30 cents of the top up amount.

<table>
<thead>
<tr>
<th>Credit Cards Only</th>
<th>PayPal &amp; Credit Cards</th>
<th>Manual Topup</th>
</tr>
</thead>
<tbody>
<tr>
<td>A nicer, easier and cheaper payment system. Only a 0.5% introductory bank surcharge will be added to the selected amount. This additional fee is charged to us by the bank. Temporarily not accepting American Express Cards</td>
<td>The classic and more popular Payment System. 1.5% + 30 cents CC and PayPal surcharge will be added to the selected amount. This additional fee is charged to us by PayPal.</td>
<td>The old fashioned payment method No surcharge applies, but it will take one or more days to process. The funds will NOT appear immediately in your account.</td>
</tr>
</tbody>
</table>

Credit Cards PayPal Manual

Community Notices

Manly Warringah Basketball Association

Australian Girls’ Choir

Wanted U7 boys to play soccer
Wanted U7 boys to play soccer this Winter for Pittwater RSL Football Club. Some Mum's are starting up a team and need players. Please contact Chantelle Byrne (year 1 parent) if you are interested 0401 042 717.
## Community Notices

### 2015 TERM 1 SEMINARS + GROUPS FOR PARENTS AND CARERS
**North Shore / Peninsula**

<table>
<thead>
<tr>
<th>Course / Content</th>
<th>Cost</th>
<th>Where / When</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Infants</strong></td>
<td></td>
<td></td>
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<tr>
<td>Bringing baby home</td>
<td>2 full day sessions $200 per couple</td>
<td>Waitara Family Centre Sat 31 Jan and Sat 7 Feb 9.30am - 4.00pm</td>
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<tr>
<td>Bonding with your baby – Infant massage</td>
<td>6 week program</td>
<td>Waitara Family Centre Fri 10.00am – 12.00pm: Starts 6 February Brookvale Family Centre Fri 10.00am – 11.00am: Starts 6 February</td>
</tr>
<tr>
<td>Circle of Security</td>
<td>8 week program $60 / 30 Concessions apply</td>
<td>Brookvale Family Centre Mon 6.00pm – 8.30pm: Starts 9 Feb</td>
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<tr>
<td>Sing and grow</td>
<td>10 week group program Free</td>
<td>Women’s Resources Centre (Dee Why) Thurs 9.30am – 11.00am: Starts 12 February Book via Brookvale Family Centre Dee Why Public School SACC Tues 9.30am – 11.00am: Starts 3 March Book via Naremburn Family Centre</td>
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<tr>
<td><strong>Infants to pre-school</strong></td>
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<tr>
<td>Triple P (Positive Parenting Program) covers general parenting issues including: why children behave in certain ways + what they best respond to; how to deal effectively with aggression, non- cooperation and disobedience; how to recognise &amp; manage sadness, anxiety, difficulty with separation and problems mixing with other children.</td>
<td>3 week seminar series Free</td>
<td>Lane Cove Library Wed 10.00am – 12.00pm: Starts 4 March Book via Naremburn Family Centre Dee Why Public School SACC Tues 9.30am – 11.00am: Starts 3 March Book via Brookvale Family Centre</td>
</tr>
<tr>
<td><strong>Pre-school to pre-teens</strong></td>
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<tr>
<td>Tuning into kids Learn skills to assist your child understand and manage their emotions, deal with frustrations and conflict, and develop social skills and positive behaviours.</td>
<td>6 week program $50</td>
<td>Naremburn Family Centre Mon 12.00pm – 2.30pm: Starts 16 Feb</td>
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<tr>
<td><strong>Parenting post separation</strong></td>
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<tr>
<td>Keeping kids in mind Strategy for working better as co-parents for the well-being of your children, so how to support them through and beyond the separation to deal with feelings of loss and grief. Learn how to communicate with less conflict and how conflict impacts on your children.</td>
<td>5 week program $100 ($20 per session)</td>
<td>Brookvale Family Centre Tue 6.00pm – 8.30pm: Starts 17 Feb Watlera Family Centre Mon 10.00am – 12.00pm: Starts 17 Feb</td>
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<tr>
<td><strong>Parenting for dads</strong></td>
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<tr>
<td>Just for Dad’s Tips for all dads, but especially those who are frequently away from home, solo fathers, stepfathers, access daddies, men who grew up in difficult or abusive situations or did not grow up in an Australians.</td>
<td>8 week program program Free</td>
<td>Watlera Family Centre Fri 10.00am – 12.00pm: Starts 11 Feb</td>
</tr>
<tr>
<td><strong>Parenting for dads</strong></td>
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<tr>
<td>Men’s Group This group will discuss the changing role of fathers and how to cope with life stress. Learn how to understand your children’s needs and to develop their wellbeing, even if you are not living with them.</td>
<td>Fortnightly group program Free</td>
<td>Watlera Family Centre Thu 6.30pm – 8.30pm: Starts 26 Feb</td>
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<tr>
<td><strong>Beyond domestic violence</strong></td>
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<td>Women of strength Provides a confidential support group for women who are currently in, or have been in, an abusive relationship.</td>
<td>8 week program program Free</td>
<td>Watlera Family Centre Wed 10.00am – 12.00pm: Starts 11 Feb</td>
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Looking to give back in 2015?

NBI supports local children with a disability and their families through a range of programs.

Our Host program links children with a disability with a volunteer ‘host’ family for fun and friendship

If you are:
★ Looking for an opportunity for your family to give back to your community
★ Interested in providing support and care to a young child with a disability
★ Able to help a family with a much needed break 1 day a month

NBI are looking for more Host families in 2015 and would like to hear from local families who can offer a fun and safe environment.

Information evening Wednesday 25th February 6.30-8pm
Contact Louise at NBI on 02 9970 0500 or email louise@nbi.org.au

Screening and relevant checks will be conducted.