BACCHUS MARSH GRAMMAR
JUNIOR SCHOOL
PREP/RECEPTION TO YEAR 6

The Vision:
Bacchus Marsh Grammar exists to meet the desire of the community for an education that is comprehensive, challenging and enriching. The school aims to provide a safe and caring environment that produces students who are confident, self-aware, able to contribute to their personal growth and fulfilment and become positive, active members of society. The school seeks to develop a culture of excellence, which will encourage staff and students towards achieving their best.

The Values:
The ethos of the school is supported by a clear set of values and habits. These are promoted to students as valuable ways of giving their life direction. These values and habits are:
1. A commitment to excellence in all endeavours and a celebration of the achievements of all.
2. A love of learning and the nurturing of enthusiasm or passions, which students will want to develop throughout their life.
3. A sense of self-discipline and personal responsibility, which respects the need for regulation and rules in any community.
4. A commitment to the rewards and pleasures of hard work.
5. A commitment to the welfare of all members of the community.
6. A sense of fair play.
7. A belief that a satisfied life is best achieved by a celebration of that which is positive rather than dwelling on the negatives.
8. A willingness to be receptive to change.
9. A willingness to accept differences and have the courage to express personal views that are different from the norm.
10. An education that enables a student to make informed decisions about issues that have a spiritual and/or moral dimension.
11. A commitment to providing leadership within the community.
12. A sense of value for developing and maintaining traditions in any community.
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WELCOME TO THE JUNIOR SCHOOL COMMUNITY

On behalf of all the Junior School staff, I would like to welcome each new family to the school community. Together we will work in partnership to guide your child through an important stage of their development.

In the Junior School we foster a caring, safe and happy environment where the child’s continuing desire to learn and grow is fostered and developed. Care and respect are mutual concerns for all members of the school community and these values are continuously developed.

In today’s society there is a tendency to overprotect and insulate our children for as long as they will allow us to do so. It is however, of no benefit to you or your child for you to inhibit their personal growth and not allow them to develop into independent learners, who are able to make mistakes and learn by associated consequences.

Whilst parents are encouraged to participate in their child’s education, through involvement in a variety of activities and events, we also expect that parents allow their child to develop as an individual. With parental support and direction, children can learn to cope in a variety of environments, to develop resiliency, enabling them to cope in the world in which we live.

Socially the school provides new and wide experiences for each child. By working together, sharing materials and fair play each child is encouraged to develop essential social skills. In the Junior School years we aim to develop independence and establish healthy routines and acceptable codes of discipline to carry each child through to their secondary years.

You will find this handbook a valuable resource however; we do not expect you to remember everything at once. Please ask questions – we are all here to help make your start in the Junior School a pleasant experience. I would like to encourage each family to foster the good communication that exists between families and the staff. Do not hesitate to contact your child’s teacher or myself if you have any matters that need discussion or clarification. Good communication is a valuable key to success. We look forward to meeting all new families and getting to know you to enable us to work in partnership with your child’s education.

Elizabeth O’Day
Deputy Principal
Head of the Junior School
odayl@bmg.vic.edu.au
# Structure of the School Day

## Junior School

<table>
<thead>
<tr>
<th>Activity</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junior School Classes begin at 8.45am</td>
<td></td>
</tr>
<tr>
<td>Morning Form Assembly</td>
<td>8.45am - 8.55am</td>
</tr>
<tr>
<td>Period 1</td>
<td>8.55am - 9.37am</td>
</tr>
<tr>
<td>Period 2</td>
<td>9.37am – 10.20am</td>
</tr>
<tr>
<td>Spelling Year 2-6</td>
<td>10.20am-10.40am</td>
</tr>
<tr>
<td>Recess</td>
<td>10.40am-11.00am</td>
</tr>
<tr>
<td>Period 3</td>
<td>11.00am-11.45am</td>
</tr>
<tr>
<td>Period 4</td>
<td>11.45am-12.30pm</td>
</tr>
<tr>
<td>Elementary Maths Mastery 2-6</td>
<td>12.30pm – 12.50pm</td>
</tr>
<tr>
<td>Lunch</td>
<td>12.50pm-1.30pm</td>
</tr>
<tr>
<td>Period 5</td>
<td>1.30pm-2.15pm</td>
</tr>
<tr>
<td>Period 6</td>
<td>2.15pm-3.00pm</td>
</tr>
<tr>
<td>Afternoon Form Assembly</td>
<td>3.00pm-3.05pm</td>
</tr>
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TERM DATES 2015

**Term 1 2015**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Staff Day – ALL Staff Commence</td>
<td>Friday, 23rd January</td>
</tr>
<tr>
<td>Australia Day</td>
<td>Monday 26th January (Public Holiday)</td>
</tr>
<tr>
<td>Year 12 Day Camp</td>
<td>Wednesday 28th January</td>
</tr>
<tr>
<td>Year 12 Classes Commence</td>
<td>Thursday 29th January</td>
</tr>
<tr>
<td>Year 12 Classes</td>
<td>Friday 30th January</td>
</tr>
<tr>
<td>Prep Rec &amp; Prep – Year 11 commence</td>
<td>Monday 2nd February</td>
</tr>
<tr>
<td>Labour Day</td>
<td>Monday 9th March</td>
</tr>
<tr>
<td>End of Term 1</td>
<td>Friday 27th March</td>
</tr>
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**Good Friday – Friday 3rd April, Easter Monday – 6th April**

**Term 2 2015**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Staff &amp; Students Commence</td>
<td>Monday 13th April</td>
</tr>
<tr>
<td>Queen’s Birthday</td>
<td>Monday 8th June</td>
</tr>
<tr>
<td>End of Term 2</td>
<td>Friday 19th June</td>
</tr>
<tr>
<td>Staff Week</td>
<td>Monday 22nd June to Friday 26th June</td>
</tr>
<tr>
<td>Year 10 Work Experience Week</td>
<td>Monday 22nd June to Friday 26th June</td>
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**Term 3 2015**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Staff Commence (1st Aid Training Day)</td>
<td>Monday 13th July</td>
</tr>
<tr>
<td>Students Commence</td>
<td>Monday 13th July</td>
</tr>
<tr>
<td>Mid-Term Break</td>
<td>Friday 14th August (no students – whole school)</td>
</tr>
<tr>
<td>End of Term 3</td>
<td>Friday 18th September</td>
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**Term 4 2015**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tr>
<td>Staff Commence</td>
<td>Monday 5th October</td>
</tr>
<tr>
<td>Year 12 Examinations</td>
<td>Monday 5th October (externally supervised at school)</td>
</tr>
<tr>
<td>Students Commence</td>
<td>Tuesday 6th October</td>
</tr>
<tr>
<td>Mid-Term Break</td>
<td>Monday 2nd November</td>
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<tr>
<td>Melbourne Cup</td>
<td>Tuesday 3rd November</td>
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<tr>
<td>Orientation Day</td>
<td>Tuesday 17th November (Junior &amp; Year 7 2016)</td>
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<tr>
<td>Senior Students Study Day</td>
<td>Tuesday 17th November (Senior School ONLY)</td>
</tr>
<tr>
<td>Awards Day &amp; End of Term (Years 9-11)</td>
<td>Monday 7th December (Years 9-11 only)</td>
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<td>Awards Day &amp; End of Term (Years 5-8)</td>
<td>Tuesday 8th December (Years 5-8 only)</td>
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<tr>
<td>Junior School Concert/Last Day (Prep - 4)</td>
<td>Wednesday 9th December (Prep –Year 4 only)</td>
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<td>Staff Day</td>
<td>Thursday 10th December</td>
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May be subject to change
PREP – YEAR 2 INFORMATION NIGHT

At Bacchus Marsh Grammar, we recognise the valuable part parents play in helping their child settle into the new school year. To assist in making that transition smooth, we are inviting all parents of Prep – Year 2 students in 2015 to attend the information night and practical reading workshops. The information night is to highlight the important aspects of your child’s education and the workshops are to promote a shared understanding of the reading process and to encourage consistent language throughout the school.

PREP – YEAR 2 INFORMATION NIGHT

When: Monday 9th February 2015 at 7pm
Who: Parents of Prep – Year 2 students in 2015
Location: to be advised
Agenda for the information night:
Part 1: Important Information
- Curriculum
- Homework
- Classroom Management
- Uniform expectations
- Student Health
- Bus safety
- Active Learning/Active Sports/Clubs program
Part 2: Reading
- The different reading strategies that students need to use.
- Useful prompts that will help your child in developing these strategies consistently.
- The importance of promoting reading for understanding rather than decoding.
- The importance of the reading log book.
- Fun and effective ways to read with your child.

READING PRACTICAL WORKSHOPS

When: Monday 16th February 2015 at 8.45am (Prep Demonstration)
- Recommended for potential Prep parent helpers
Thursday 19th February 2015 at 8.45am (Year 1 Demonstration)
Monday 23rd February 2015 at 8.45am (Year 2 Demonstration)
If you are unable to attend a specific year level demonstration, please feel free to attend any of the other available dates.
Location: to be advised
Agenda items for the workshops:
- Ask any questions about difficulties you might experience when reading with your child.
- Explore the different three reading strategies further and learn how to prompt your child to promote reading for understanding.
Discuss the importance of reading the same book for multiple nights.
Look at the difference between fluent, phrased and expressive reading.
Learn to recognise what ‘good reading’ sounds like.
Hand out practical tips and seeing a teacher model the prompts.

YEARS 3-6 INFORMATION NIGHT

We understand that moving up into a new year level requires learning new routines and integrating new methods for organisation. At Bacchus Marsh Grammar, we recognise the valuable part parents play in helping their child settle into a new school year. To assist in making that transition smooth, we are inviting all parents of Year 3, 4, 5 and 6 students in 2015 to attend the information night. The information night is to highlight the daily routines, workbook and homework guidelines expected at these year levels.

Years 3-6 Information Night

When: Wednesday, February 4th at 7:00pm
Who: Parents of Years 3 - 6 students in 2015
Location: to be advised
Agenda for the information night:
Important Information
• Curriculum
• School Diary
• Student Planner
• Homework
• Moodle
• Classroom Management
• Uniform expectations
• Student Health
• Bus safety
• Active Learning/Active Sports/Clubs program

STARTING TIMES FOR THE BEGINNING OF THE 2015 SCHOOL YEAR

Prep Reception

All Prep Reception students 2015 commence school on Monday 2nd February. Students in this level will attend school from 8.45am – 12.45pm for the first week of school. From Monday 9th February, Prep Reception students will attend school from 8.45am-3.05pm.

Year Prep – Year Six

All students in Year Prep to Year Six will begin their school year on Monday 2nd February from 8.45am-3.05pm.
REPORTS AND PARENT/TEACHER INTERVIEWS

Detailed written reports are issued twice a year, in June and December. These reports evaluate each student in a comprehensive manner in all curriculum areas. Parent/Teacher Interviews are conducted in first and third term. The proposed dates for these interviews in 2015 are:

**Term 1**  
Tuesday 24\textsuperscript{th} February and Wednesday 25\textsuperscript{th} February 2015

**Term 3**  
Tuesday 28\textsuperscript{th} July and Wednesday 29\textsuperscript{th} July 2015

Please check the Bacchus Marsh Grammar Weekly for confirmation of these dates.

Parents should always feel free to communicate any concerns regarding the progress of their child at school at any time. It is advisable to give prior notice to teachers if an interview is requested as staff are frequently involved in meetings after school. Please note that first thing in the morning is not an appropriate time to see teachers with issues of concern unless prior arrangements have been made directly with the teacher involved. Matters of urgent concern should be directed to the Deputy Principal and Head of the Junior School, Mrs Elizabeth O’Day.

STUDENT ABSENCES & LATENESS

Parents are asked to telephone the Student Administration office on 5366 4888, if their child is sick or will be absent from school. Parents in the Junior School will be contacted after three days of absence if notification is not received. Please supply your child’s class teacher with a written note explaining any absence once your child returns to school. Students who arrive late to school must personally report to the Main Administration office to obtain a late pass before going to class. Students who are collected early during the school day must be signed out at the Main Administration office before leaving for the day.

STUDENT DIARIES

The school diary is used by all students and is each student’s main organisational tool and mode of communication between home and school. In the lower grades, the class teacher checks diaries, both in the morning and afternoon. In the upper years, diaries are checked daily. Students need to be encouraged to notify teachers if parents have used the diary to communicate with the teacher. Parents are asked to sign student diaries, as a minimum requirement, on a weekly basis.

Please read your child’s diary for the following:

1. Information about Bacchus Marsh Grammar School, including the school song, some school policies, rules and responsibilities.
2. Uniform Regulations
3. Your child’s class timetable.
4. Daily homework tasks.
5. Incidental notes from staff.
If the diary is lost, the student must purchase a new school diary from the Main Administration office immediately.

**HOMEWORK**

Students are expected to complete a set amount of homework each night. Even from the early school years it is important to develop good habits in regards to homework. The amount of time set aside for homework varies with the age of your child. Throughout the Junior School years it is important to your child’s development that reading forms a significant component of homework expectations each night, including weekend reading.

Starting Semester Two, Prep Reception students are expected to spend time reading each day and learning weekly word lists.

Year Prep students are expected to spend time reading each day and learning the ‘Magic 100 Words’. During Semester One they will also have Mathematics homework and in Semester Two this will change to sentence writing. On occasions other work may be set to complete over a specified period of time.

Year 1/2 students are expected to spend approximately ten to fifteen minutes reading each night, as well as practising the spelling of weekly spelling words. Throughout the week, Numeracy and Literacy homework will be provided on an alternating basis. In most cases, set homework is linked to the subjects being studied during the school week in order to support and consolidate the learning taking place in the classroom.

Years 3 /4 students are expected to spend thirty minutes on homework each night, Monday through Thursday. Class teachers will notify parents of the specific subject areas to be covered each night, however, reading, spelling and times tables are expected to be completed on a nightly basis. Reading is a very important aspect of homework at this level and it is expected that students record their reading in the Reading Diary provided.

Years 5/6 students are expected to spend forty-five minutes on homework each night, Monday through Thursday. Class teachers will notify parents of the specific subject areas to be covered each night. Occasionally, work will be set to be completed on the weekend. Students are required to record homework in their diary during afternoon grade assembly. The students use a study planner which is a record of student homework for home use. This will assist parents in knowing what homework has been set, due dates and also to assist in developing good time management for the completion of homework.

Students who do not complete their homework must either:
- Have an explanation note in their diary for the class teacher.
- Complete assigned homework at either recess or lunchtime on the follow day.

A parent meeting will be required if a student consistently has issues with homework, to establish work routines, to enable the child to more effectively meet requirements.
YEAR 5 AND YEAR 6 ELECTIVES

Year 5 and Year 6 students will be offered an elective block in 2015. Students will be asked to nominate in (order of preference) their participation in one of the six choices listed below. Year 6 students will be given preference of participation in the chosen activity if numbers exceed the nominated class size.

Music Performance
Students who participate in this elective will be immersed in the exciting worlds of both music performance and music technology. They will explore a range of musical styles in both a performance and compositional setting. Students will build on skills and knowledge gained from the Grade 4 music program, and will engage in band rehearsals and performance workshops. Students will also be provided with an introduction to the recording and editing of sound via digital mediums. Collaborative projects throughout the year may include:

- Song writing
- Preparing repertoire for performances
- Preparing songs to be recorded & edited
- Music composition to picture/video

Students interested in the Music Elective are encouraged to participate in private instrumental music lessons to further develop skills taught in class; however, this is not compulsory. Please note: students must have at least one year of experience on their chosen instrument. Instruments offered will include:

- Flute, Clarinet, Alto Saxophone, Tenor Saxophone
- Violin, Viola, Cello
- Trumpet, Trombone
- Drums, Percussion, Bass, Guitar, Piano/Keyboard
- Voice

Sustainability - Landscape Gardening
Students will be actively involved in growing vegetables and plants in our gardens. We will use heirloom vegetables and compare them to the “supermarket” varieties looking at taste, colour and choice. All our plants will be grown in our hot house, then transplanted to the vegetable or the aquaponics gardens and once matured, harvested to provide the canteen and the students with lots of fresh food.
Students will explore many ways to improve soil conditions, control bugs using natural products, creating different planting designs using companion planting, how to make compost and look after a worm farm.

Our three big ventures next year are:-
- Creating a compost system (hot and cold versions)
- Help build an indigenous garden, with bush foods and flora native to our area
- Planting out an orchard at the swales

There will also be opportunities to cook with the produce we grow.
Students may also like to help run small lunchtime workshops, throughout the year, to show the younger students how to grow food.

And of course no garden is finished without a scarecrow......so come and join us and help grow health, build a beautiful environment and have lots of fun!

**Junior Elite Sports**
The Bacchus Marsh Grammar School Elite Sports Program Model was developed after the realisation within the Physical Education and Sports Department that Bacchus Marsh Grammar had many elite sporting performers who could benefit greatly from a program directly aimed at fostering and developing their individual sporting talents
By creating and introducing a model that centres on individualising programs based around the following key training components of;

- **Strength and Conditioning**
- **Energy System Specifics through Running Programs**
- **Fatigue Maintenance and Recovery**
- **Flexibility and stretching**

Athletes are able to be part of the Elite Training Elective without having to be a specific participant of a particular sport. This, thus, caters for a greater variety of athlete and does not preclude athletes based on them not being participants in one of the “mainstream larger sports”.

**Athlete Selection**
All athletes will be considered by Mrs Rachel Peterken (Head of Junior School PE) and Mrs Elizabeth O’Day (Deputy Principal of the Junior School)
Athletes are selected into the program based on the following criteria;

- **Athlete ability level** – prerequisites for the program are that the athlete is aspiring to train to perform at an elite level in any sporting field. Students may seek individual recommendation from the athlete’s coach or governing sporting body. Students who are performing above the expected standard in community sporting clubs are also eligible to try out for the Junior Elite sport elective.

- **Application from the athlete** – this includes information on competition results, targeted goals and sporting history. BMPSSA, or BMG Physical Education results will also be considered.
Fitness Testing

All athletes will be fitness tested across a 6 parameter assessment criteria. This will include;
VO2 Max – Beep Test
Strength
Flexibility
Agility
Power
Speed

Educating the Elite Performer

The education of our athletes across a variety of specific and vital components will also be addressed, these include;

- Nutrition (Pre, during and post competition)
- Fatigue and Recovery (The multiple modalities)
- Hydration
- Self-Massage and body maintenance
- Managing strength and conditioning programs, including technique and form

Athletes will be given the most up to date information regarding these topics to enhance their sporting performance.

Junior School Musical

As part of the Junior School Performing Arts Program Years 5 and 6 students will have the opportunity to participate in the 2015 Musical. If you choose to be in the musical elective you must be prepared to sing and dance. If you audition for an acting role then you will required to sing, dance and act.

A Musical will be chosen from the ‘Broadway Junior Collection’ or ‘Out of the Ark’ and have been developed by educators and designed for the energies and attention spans of younger performers; these collections are tailored to the needs of young people and schools. The music is written in keys appropriate for developing voices and all shows can be expanded to accommodate a large cast of students. The success of a musical is best measured by the discipline, character, self-confidence, cooperation and self-esteem instilled in the children who participate, as they master the diverse skills necessary to present a musical.

The 2015 Musical will be staged to allow large audiences of the school community to enjoy the production and encourage our talented young performers.
“SCREEN IT” Information Technology Elective

The Information Technology Elective will focus on three main areas; filmmaking, animation or videogame developing. The objective of this program is to foster and develop the skills of students who are already capable and confident with the use of technology, by providing an opportunity to explore, plan, create and showcase new and innovative work. Students will have the opportunity to work collaboratively to create an entry into the “Screen It” competition, which is a national moving image competition for primary students, run by ACMI. Students will be challenged to create a moving image work that explores ideas surrounding the theme selected by ACMI. In the Information Technology Elective, we will work towards entering this competition; however, the learning will be in the process, thus the focus being on the skills learnt throughout the process.

Students will work towards creating simple animations, live action productions and videogames. This process can be a fun, engaging and educational learning project to undertake. It will allow students to develop many and varied skills by involvement in:

- Developing original ideas and researching information
- Writing storylines and scripts
- Creating basic storyboards
- Planning production or game structures
- Designing and creating animation characters and sets, or game characters and moulds
- Casting actors, selecting or creating locations and dressing sets or moulds
- Learning practical production skills including camera, sound recording, acting and directing
- Developing team work, time management and planning skills
- Learning post-production skills including editing, sound effects, music, titles and credits
- Testing compiled work and analysing responses and feedback
- Programming or coding concepts

Screen It Website:


Screen It Resource Kit:

YEAR 2 ELECTIVE PROGRAM

Year 2 students will be offered an elective block in Music and/or Performing Arts in 2015. Students are asked to nominate, in order of preference, their participation in activities as listed. Please refer to the 2015 Business Notice regarding the student levy for the Year 2 Music and/or Performing Arts Program.

**Year 2 students will be assigned to two activities over the course of the year; one per semester.**

**Violin**
Students will learn the basic elements of playing and maintaining a string instrument. They will learn simple pieces to perform as an ensemble at specific Junior School performances. Parents are required to hire the violin for the semester. Please refer to the 2015 Business Notice for more information.

**Keyboard and Voice/Generalised Music Program**
Students who participate in this elective will be involved in learning basic skills in voice and keyboard, and learning songs to perform at selected Junior School performances. Students will also be involved in a broad music curriculum, which incorporates the skills and concepts of rhythm, notation, sound and performance.

**Performing Arts**
The Year Two Performing Arts curriculum will focus on extending the students’ knowledge and abilities in the areas of Dance and Drama. Students will explore a range of body movements, learn to choreograph sequences, enjoy structured dance classes and prepare performances for assemblies or concerts. Students will also develop their individual drama skills, exploring role play, group activities and partner work which they will share with their peers.

YEAR 4 ELECTIVE PROGRAM

Year 4 students will be offered an elective program in 2014. Students are asked to nominate, to participate in either an Instrumental program or Performing Arts program. This change to the Year 4 program is to enable us to provide more core learning time back into the classroom whilst maintaining quality opportunities in Music and Performance. Please refer to the 2015 Business Notice regarding the student levy for students who choose to participate in Instrumental music.

In addition to this elective block in Music and Performing Arts, students in Year 4 are able to participate in the following co-curricular activities:

- Year 3 and 4 Choir
- Guitar ensemble
- Suzuki Strings ensemble
- Junior Orchestra
- Dance Co-curricular Term 2 and 3
**Music Elective**
The Year 4 Music Elective focuses on performance and musicianship, giving students the opportunity to learn an instrument. Students work with their instrumental teacher in small groups to develop an understanding of musical elements such as melody, rhythm, note reading, instrument technique, performance skills and musicianship. Opportunities for performance outside of class are also provided to students, and it is an excellent pathway to becoming a part of the Junior co-curricular Music program with many ensembles on offer. Students interested in the Music Elective are encouraged to participate in private instrumental music lessons to further develop skills taught in class; however, this is not compulsory. Instruments offered will include:

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<td>Violin</td>
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**Performing Arts Elective**
Students will participate in the performance program ‘A Musical in a Day’ incorporating acting, singing and dancing presented to junior students and families in a friendly and encouraging environment. Students will also extend their skills and knowledge of performing arts by immersing themselves in a range of dance and drama units working both with their peers and individually. A concert item will be a major focus for Term Four, showcasing the talents of all students involved in this program.

**PHYSICAL EDUCATION/SPORT AWARDS**

**Junior School Age Group Champion Criteria**
Students may compete in two individual races and one relay. Strong athletes should compete in their correct age group and their strongest events to ensure they have the best opportunity to gain Age Group Champion.

Should students compete in more events than two individual races, only their nominated events will count towards Age Group Champion.

On the day, if students are already competing in two events and then fill in for other students, only the events they were nominated for prior to the day will count toward Age Group Champion.

Age Group Champion points will be awarded according to fastest times not necessarily finishing place if there is an “A” and a “B” section.

The age in which students compete in is determined by the age they turn this year (2015) i.e. if they turn 12 this year, and then they compete in the 12/13 year old age group.
JUNIOR SCHOOL COLOURS

Junior School Colours will be awarded to students in Year 6.

Students who are awarded Junior School Colours must meet the following criteria:

General Conduct – All students awarded Junior School Colours must have demonstrated a high level of co-operation, responsibility and care to other members of the school.
In addition they must meet one of the following criteria:

Leadership – The student has exhibited, through their involvement in school activities, a high level of organisational and leadership ability, and has displayed a positive influence on peers and other members of the Junior School student body.

Sport – The student has represented the school in at least two sports at the inter-school level.

Academic – The student has been awarded a prize for academic merit during Year 6, and/or the student has been awarded Distinction/High Distinction in at least two external testing activities. The student has achieved 90% and above on curriculum testing in the classroom.

Outstanding Effort- The student consistently works to the best of their ability in areas of the curriculum.

Community / Service – The student has made a significant contribution to the Junior School Student Representative Council and Social Service Programme of the Junior School and the Junior School Peer Support Program.

Performing Arts – The student has taken a leadership role or made a significant contribution to the Junior School Performing Arts Program.

Visual Arts-The student has made significant contribution through external projects and competitions and exhibit a passion for this curriculum area.

JUNIOR SCHOOL COLOURS AWARD

Junior School Colours will be awarded and presented to students at Junior School assemblies at times designated in the Grammar Weekly. Recipients of this award will also be acknowledged through the Grammar Weekly.

Year 6 students, who are awarded their Junior School colours, will receive a Junior School Colour badge. A strip of black and gold braid is to be sewn across the top of their blazer pocket in recognition of their Junior School Colours award.
PROGRAMS

Junior School Co-curricular Extras

The Learning Hub-3.05pm-5.30pm Monday - Friday
Bacchus Marsh Grammar operates a program to cater for students from 3.05pm-5.30pm each night Monday to Friday. This program is called The Learning Hub. Students will be given a snack and a drink on arrival. All students attending the program are expected to complete their homework as part of the program, with the exception of nights when students participate in The Sports Hub program. Please refer to the 2015 Business notice for all associated costs with this program.

The Sports Hub-3.05pm-4.30pm Monday - Thursday
The Sports Hub operates four afternoons per week during each school term with the exception of Term One where the program begins week three, Monday 16th February 2015. Students must be collected promptly at 4.30pm. Students not collected at this time will be sent to The Learning Hub program and there will be a cost incurred for this care. The Sports Hub is proposed to operate Monday to Thursday afternoon from 3.05pm – 4.30pm. There are no costs associated with this program.

CLUBS-3.05pm-4.00pm
The purpose of the Clubs Program in the Junior School is to further enhance the physical activity levels of students as well as providing opportunities for junior students to participate in organised and competitive sport as regularly as possible. This is designed to enhance and promote the development of interpersonal, personal learning, civics and citizenship, social and emotional development of all age groups. Given the growing numbers in the school it is imperative that students are given opportunities such as these where they can choose to participate in organised activities during their lunchtimes and after school times. There are some levies associated with this program. Information regarding this is available form Mrs Peterken as costs per activity vary. Mrs Peterken can be contacted at school on 5366 4800 or Email: school@bmg.vic.edu.au

EXTRA-CURRICULAR ACTIVITIES

A booklet outlining a comprehensive range of co-curricular activities will be distributed early in Term One, 2015. The additional classes offered will range from enrichment and support in core curriculum areas, to stimulating and fun activities in a broad range of specialist subjects that are available to Junior School students. In some cases the curriculum is designed to cater for specific needs and as such participation is based on teacher selection. There will be a diverse range of choice for students to make regarding participation in both lunchtime and after school activities that will be provided.

MUSIC

Instrumental Music Lessons
Students are encouraged to learn a musical instrument. These lessons are available during
the school day and tuition fees are in addition to the school fees. The Music Handbook/Enrolment form is available on the Bacchus Marsh Grammar website at www.bmg.vic.edu.au or by contacting the Music Secretary, Mrs Fran Raynor in Student Administration.

Please refer to the 2015 Business Notice for all fees and charges associated with the Instrumental Music Program.

Grade 3 & 4 Choir
This choir is available to Year 3 and 4 students as a co-curricular option. Students who are interested meet weekly and perform at various functions during the course of the school year. It is compulsory for students involved in the choir to attend and perform at official school functions. Throughout the year, the Grade 3/4 Choir participates in various eisteddfods, A.G.M, Instrumental concert series and Junior School Concert. The Grade 3/4 Choir rehearses each Thursday from 3.20pm to 4.20pm. The late bus service operates on these nights.

Grade 5 & 6 Glee Club
This choir is available to Year 5 and 6 students as a co-curricular option. The group will rehearse and perform repertoire from the hit series ‘Glee’. It is compulsory for students involved in the Glee Club to attend and perform at official school functions. Throughout the year, Glee Club will participate in various eisteddfods, A.G.M, Instrumental concert series and Junior School Concert. Glee Club rehearses each Monday from 3.20pm to 4.20pm. The late bus service operates on these nights. Please note that this group will commence rehearsals after the completion of the Senior Musical Production. Rehearsals will commence on Monday 11/5/15.

Blues / Soul Band
The Blues / Soul Band is for Year 5 and 6 students and is also open to Senior School students who play one of the following instruments:
- Woodwind - Flute, Saxophone, Clarinet
- Brass - Trumpet, Trombone
- Rhythm Section - Piano/Keyboard, Guitar, Bass Guitar, Drums/Percussion.

The Blues / Soul ensemble rehearses on a Friday lunchtime each week from 12:50 – 1:30pm and they play a selection of well-known blues, soul and R&B repertoire. In order to participate in this band, students must have been learning their instrument for at least one year and it is necessary for them to continue instrumental lessons for the duration of their participation in the Band. The Blues / Soul Band will perform at a variety of events throughout the school year including the Instrumental Concert Series, Assemblies and Junior School Concert as well as other informal formal opportunities.

Junior Orchestra
The Junior Orchestra is available for Junior School students who play a String, Woodwind, Brass or Percussion instrument. The Junior Orchestra rehearses on Monday each week from 3:20 - 4:20pm and they will play a selection of contemporary and traditional repertoire. In order to participate in this ensemble, students must have been learning their instrument for at least one year and it is recommended for them to continue instrumental lessons for the duration of their participation in the ensemble. The Junior Orchestra performs at a variety of
events throughout the school year including the Instrumental Concert Series, Assemblies and the Junior School Concert as well as other informal performance opportunities.

**Grade 1-2 Guitar Ensemble**
This Guitar ensemble is available to select Year 1 - 2 students who play acoustic or electric guitar. This ensemble rehearses each Monday from 3:20 – 4:20pm and they play a selection of contemporary and traditional repertoire. It is recommended that students have instrumental lessons for the duration of their participation in the ensemble to maximise their opportunity within the group. This Guitar ensemble performs at a variety of events throughout the school year including the Instrumental Concert Series, Junior School Concert, and Assemblies.

**Prep Choir**
This choir is available to Prep students as a co-curricular option. Students who are interested meet weekly and perform at various functions during the course of the school year. The focus is on encouraging students to learn to enjoy singing. Simple choreography is also often incorporated into performances.

**Grade 1 & 2 Choir**
This choir is available to Year 1 and 2 students as a co-curricular option. Students who are interested meet weekly and perform at various functions during the course of the school year. It is compulsory for students to attend rehearsals regularly in order to perform at school functions. The Grade 1/2 Choir rehearses each Wednesday at lunchtime from 12:50 – 1:25pm.

**Grade 3-6 Guitar Ensemble**
This Guitar ensemble is available to select Year 3 - 6 students who play acoustic or electric guitar. This ensemble rehearses each Thursday from 3:20 – 4:20pm and they play a selection of contemporary and traditional repertoire. It is recommended that students have instrumental lessons for the duration of their participation in the ensemble to maximise their opportunity within the group. This Guitar ensemble performs at a variety of events throughout the school year including the Instrumental Concert Series, Junior School Concert, and Assemblies.

**Suzuki Strings**
The Suzuki Strings is available to any junior students currently learning a string instrument. This ensemble rehearses each Monday lunchtime from 12:50 – 1:20pm and they play a selection of contemporary and traditional repertoire with a focus on having fun. Note reading is not essential. It is recommended that students have instrumental lessons for the duration of their participation in the ensemble to maximise their opportunity within the group. Suzuki Strings perform at a variety of events throughout the school year including the Instrumental Concert Series, Junior School Concert, and Assemblies.
INTERNATIONAL STUDY TOUR OPPORTUNITY/SISTER SCHOOL

Loc Tho Pagoda and Orphanage and Charity School, Nha Trang, Vietnam

We have established links with the Loc Tho Pagoda, and Orphanage and Charity School, Nha Trang, Vietnam. Students are able to visit and participate in the school day whilst in Nha Trang. The school also holds a fundraising day in August to support the Orphanage and Charity School.

We are proposing to offer a study tour to Vietnam for students in Year 6 2015. Expressions of interest forms have been distributed and selection will be based on set criteria at the discretion of the School Principal, Mr Neal and the Deputy Principal, Head of the Junior School, Mrs Elizabeth O’Day, as to the students selected to attend. If you did not attend the information evening but would like information, please make contact with me at school on 5366 4800. The proposed tour for 2015 leaves on Friday 11th September 2015, returning on Tuesday 22nd September 2015.

The school is considering a savings plan for parents who wish to make contributions towards their child accessing the International Study Opportunities to Vietnam, France and Japan. More information will be distributed as it becomes available. In the interim, parents are able to pay the cost of the study tour in a series of five payments on a monthly basis.

CAMPS AND EXCURSIONS

Excursions and Incursions
All classes in the Junior School participate in excursions, and incursions, related to curriculum studies. Venues include the Melbourne Aquarium, IMAX Theatre, Botanical Gardens, Royal Melbourne Zoo, Museums, Scienceworks, Captain’s Cooks Cottage, farm visits and local sites. Incursions include performances by Musical in a Day, Brainstorm Productions, local community groups, dance and performing groups and others as determined by the curriculum.

Camps’ and Excursions Program 2015
The Camps’ program is sequential, with age appropriate challenges and experiences and providing transitional pathways into the Senior School Camps and Outdoor Education program.
All associated costs are included within the fee structure.

Prep Reception
Full day excursion to the Children’s Farm in Diggers Rest.

Prep
Full day excursion to Werribee Zoo

Year One
Full day excursions to Scienceworks
Year Two
Two day/one night at Lady Northcote Camp, Bacchus Marsh. Introduction to initiative and environmental activities.
Full day excursion to the Melbourne Aquarium

Year Three
Three days/two nights experience at Mt Evelyn Recreational Camp near Lilydale. Introduction to wildlife studies and environmental activities.
Year Three excursion to Botanical Gardens: Aboriginal Heritage Walk Term 4

Year Four
Three days/two nights Camp Wyuna, Queenscliff. This camp caters for experiences at the Marine Discovery Centre, The Maritime Museum, a Marine Biology Cruise, Dune and Rock Pool exploration, Initiative and Rope Course and a visit to the Fort of Queenscliff.
Full day excursion to the Royal Melbourne Zoo

Year Five
Three days/two nights Sovereign Hill camp, Ballarat. Students experience school life from the 1850’s by participating in the Sovereign Hill Costumed School program and Blood on the Southern Cross. Students also participate in set trails around the venue.
Field Trip associated with Environmental Science and other Integrated Curriculum.

Year Six
Three days/two nights YMCA camp at Anglesea. This camp is operated by Go Ride a Wave. Students are involved in Water Awareness and Water Safety activities, body boarding and surfing.
Full day excursion to Lerderderg Gorge to study water quality and biological habitats.

Please note that the nature of the excursions may change to reflect curriculum development. Excursions listed are meant as a guide only.

PERSONAL PROGRAMS

The Year Five girls attend one session relevant to the child’s level of personal development. This session is designed to introduce the girls to relevant body changes they may be about to experience, and to assist the girls in dealing with this stage of their physical and mental development. It focuses specifically on menstruation. The Year Five girls’ session is run by our School Nurse, Jo Stanley.

The Year Six student program runs for three sessions and includes:
Sexuality Education: exploring self-esteem, biology, the changes of puberty, menstruation and being healthy.
Positive Body Image: learning to like yourself; body care and nutrition.
The Year Six program is run by our School Nurse, Jo Stanley, and is prefaced by a parent information night.
YOUNG LEADER’S FOUNDATION

Selected Year Six Leaders attend the National Young Leader’s day in Melbourne. This event is one of the largest and most significant youth events in Australia.

The National Young Leaders’ Day aims to challenge students to reach their own personal goals as well as motivating them to achieve the goals of those they are already leading. The purpose of this day is to have a positive impact on the lives of student leaders so they will in turn be more able to make a positive impact in the lives of their fellow students and the whole school community.

LEADERSHIP OPPORTUNITIES IN YEAR 6, 2015

Students in Year 6 are able to apply for positions of leadership in the following areas:

1. Junior School Captains and Vice Captains
2. House Captain, House Vice Captain
3. Junior School Student Representative President, Vice President and Member
4. Performing Arts Captain
5. Music Captain, Band Captain
6. Bus Captain
7. Chess Captain
8. Science and Environment Captain
9. Library Captain

Students are spoken to about these opportunities on Orientation Day.

UNIFORM REQUIREMENTS

Uniform and jewellery requirements are detailed in the school diary. Please refer to this for any information relating to uniform. The official school uniform is the winter uniform, however, students may choose to wear the summer uniform in Terms 1 and 4. Where the weather is forecast to exceed 25 degrees, students may choose to wear their full summer uniform.

Students in Prep – Year 4 are required to wear their jumper to and from school when in winter uniform.

Blazers are a compulsory item for students from Year 5 – Year 12. Where the weather is forecast to exceed 30 degrees, students may choose not to wear their blazer.

SPORTS UNIFORM

Students in Year 5 and Year 6 are required to change at school for Sport. Each student in Year 5 and Year 6 is required to have a Bacchus Marsh Grammar sports bag to carry uniform
to and from school on this day. Currently, students in Year 3 and 4 wear their sports uniform to and from school on sport day.

Students in Prep/Reception to Year 6 wear their sports uniform to and from school on their designated Physical Education day. Parents will be made aware of their child’s Physical Education day at the beginning of the 2015 school year.

Please note that the sport runners must reflect school colours of blue, black, gold, white. Runners may be any combination of these colours. No other colours will be accepted. Shoe laces must be either back or white.

BACCHUS MARSH GRAMMAR UNIFORM OUTLETS

Uniforms are available for purchase:
On campus at Bacchus Marsh Grammar (rear of the Health Centre Building).
Monday and Friday: 12.30pm to 4.30pm       Wednesday: 8.00am to 12pm
Phone/Fax: 5367 4072

Rushfords- Shop 3-5 Watton Arcade, Werribee.
Mon-Fri: 9.00am to 5.30pm           Sat: 9.00am to 2.00pm
Phone: 03 9741 3211    Fax: 03 9741 3155    Email: rushfords@noone.com.au

CHRISTMAS/NEW YEAR TRADING HOURS

Orientation Day: Tuesday 18th November
8:00am -10:00am and 2:00pm – 4:00pm

Wednesday 10th December 8am - 12noon
Last trading day at Bacchus Marsh Grammar for 2014

January Hours

Thursday 15th January 9:00am – 3:00pm (Booklist collection day)
Friday 16th January 9:00am – 3:00pm (Booklist collection day)
Monday 20th January 10:00am – 2:00pm
Wednesday 22nd January 10:00am – 2:00pm
Friday 24th January 10:00am – 2:00pm
Wednesday 29th January 10:00am – 2:00pm
Friday 31st January 10:00am – 2:00pm

February

Monday 2nd February 12:30pm – 4:30pm Resume normal trading hours
BUS TRAVEL

The school has an extensive bus network servicing Ballan, Greendale, Bacchus Marsh, Melton, Balliang, Bullengarook, Hopetoun Park, Werribee, Hoppers Crossing, Point Cook, Caroline Springs, Taylors Hill, Watergardens and Sunbury. Senior students are given the responsibility of ensuring that the bus journey is a pleasant one for the students. This responsibility is taken very seriously. Prep Reception and Prep students are supported through the school peer support program. One of the Junior School teacher’s aides collects Prep and Year One students at the end of the school day and ensures that they are on their bus prior to the Senior School dismissal bell at 3.15pm. If you would like any further information on how the bus network is managed, please contact the Bus Coordinator on 5366 4800.

Student Bus Travel Code of Conduct
The purpose of this code is to ensure safe and comfortable travel for all. This Code is applicable to all students (Primary and Secondary) who travel to and/or from school on a designated school bus.

At all times while travelling by school bus, students must abide by the following rules and conduct requirements. All students must:

1. **Behave** in a safe, responsible and respectful manner – ensuring that behaviours and noise levels are not uncomfortable to other passengers.
2. **At all times** remain properly seated while bus is in motion.
3. **Not** eat food (including chewing gum) or consume drinks (other than water) on the bus.
4. **Not** sit on armrests, kneel or place feet on the seats.
5. **Not** draw on, damage or deface any article in or on the bus.
6. **Not** use offensive or indecent language.
7. **Not** throw any article in or from the bus.
8. **Not** spit or fight.
9. **Not** distract the driver while the bus is in motion, unless there is a serious reason to do so such as requesting a stop or an emergency situation.
10. **Not** make inappropriate and/or rude gestures to pedestrians and/or the general public.
11. **Not** yell at or out to pedestrians and/or the general public.

Note: - These requirements are mandatory for the safety and comfort of all students while travelling to and from school.

**NORMALLY:** Non-compliance of any of the above rules will result in the following:

- **First offence** – Written warning to parents
- **Second offence** – Withdrawal of travel rights for three days
- **Third offence** – Total and permanent withdrawal of travel rights

**Note:**

If the incident or incidents are deemed by school management to be of a more serious nature, withdrawal of travel rights will occur immediately.

School sanctions, i.e. detentions, suspension, etc..., will also apply to any/all bus incidents

**Safety:** - Students are reminded not to cross the road in front of or directly behind the bus after alighting at the bus stop. Students should wait until the bus has cleared the stop and have clear vision in both directions before crossing.
The initial response to any misbehaviour is for the student to be issued with a notice/sticker in their diary as they leave the bus. This notice/sticker will state that the student has been reported to have been misbehaving and may not travel on the bus until contact has been made with Bacchus Marsh Grammar. On completion of the journey, contact is then made with Bacchus Marsh Grammar of the incident. Upon prompt investigation of the incident an initial response to any student that misbehaves is that a first warning notice will be posted home to parents.

**Safety tips for Bus Travel**

**Children should learn to:**
- Stand a safe distance back from the curb when waiting for a bus.
- When waiting for the bus it is important not to push or crowd forward as the vehicle comes to a stop, as people may trip or be pushed in front of or into the approaching vehicle.
- Move towards the bus only when it has stopped and the doors have opened.
- Stay in the same seat with bags under their seat when on the bus.
- Follow the instructions of the driver.
- Sit quietly on the bus and not distract the bus driver.
- Sit quietly and not engage in behaviour that will disturb and attract the attention of other passengers.
- Not harass other passengers.
- Keep all body parts inside the bus.
- Only move from the seat when the bus has stopped.
- Once off the bus, if students need to cross the road, wait for the bus to leave and only cross when it is safe.

**Parents should:**
- Drop off or wait for their child on the same side of the road as the bus stop.
- Park away from the designated bus stop area.
- Contact Mr. Richardson or Mrs. O’Day if their child has complained about the behaviour of other students or if they have a query about their child’s behaviour.
- Not approach another child to question or challenge their bus behaviour. Please report any concerns to Mr. Richardson or Mrs. O’Day to enable the issue to be resolved at a school level.
- Talk to drivers or the bus company if their child has complained about the behaviour of other students or if they have a query about their child’s behaviour.
THE CANTEEN

The school canteen is open daily at recess and lunchtime and students may order lunch if required. Lunch orders are to be written on a paper bag or envelope and placed in the class basket for delivery to the canteen. It is highly recommended that students have only a limited amount of money to spend at the canteen.

Parent volunteers, who are coordinated by the Canteen Manager, service the canteen. Parents are encouraged to help where possible, as part of their involvement in school life. All helpers within the school are required to have a current Working with Children Check and be registered at the school office.

The food children eat affects their physical growth, ability to learn, overall behaviour and well-being. Many food habits and attitudes developed during middle childhood continue throughout life. Consequently, it is important for children to learn and establish healthy eating practices. The canteen is a healthy choice canteen with a wide range of choices at reasonable prices. Sandwiches, rolls, fresh fruit, fruit juice, water and yogurt are a small sample of our range. Emergency lunches are available, with the money to be brought to school the following day.

NUTS AND NUT PRODUCTS

At Bacchus Marsh Grammar, we have a growing number of students who have been identified with anaphylaxis, a severe allergic reaction particularly to nuts and nut products. In the interest of the safety of all students in our school, it is necessary that we ban students from bringing peanut butter sandwiches/rolls/biscuits and snack bags of nuts to school for snack or lunch. It would also be appreciated if parents could be careful in selecting food with nuts listed as an ingredient for their child's lunchbox.

PETS AND SCHOOL

Due to the growing number of students who have been identified with allergies to animals students are not permitted to bring animals to school for show and tell. Staff will organise animals to be brought to school in a safe manner if they are required for demonstration in a particular curriculum area.

BIRTHDAYS AND CLASS PARTIES

Due to the number of students with allergies, we do not allow students to share food. Class parties are conducted in a controlled environment where students may eat their own lunch with their school buddy. Children often like to bring something to share with their friends/class to celebrate their birthday. Chupa Chups are recommended as children are able to safely have these. If you bring cakes, cup cakes are the easiest for distribution but they must be accompanied with an ingredients list. Your cooperation with this matter is appreciated.
PARENTAL INVOLVEMENT

Within the Junior School, parents are encouraged to become involved in their child’s learning. This can be achieved in a variety of ways to suit the age of your child. Parents who wish to help out in and about the school must have a current Working with Children Check and be registered at the school administration office.

At school, parents can help by:
- Hearing reading.
- Supervising mathematical related activities.
- Revising sounds with individuals or small groups.
- Assisting with art and craft.
- Assisting with cooking activities.
- Utilising skills as a guest speaker.
- Supervision on excursions.
- Assisting at sporting events.

At home, parents can help by:
- Encouraging an interest in books by reading to and listening to your child daily.
- Assisting in the learning of weekly spelling words.
- Providing direction and encouragement with homework to enable the development of independence as your child grows.

There is an expected level of confidentiality when assisting with children that must be adhered to at all times. If you believe there is a matter to be attended to with a particular child’s reading then the appropriate person to inform is the child’s class teacher. It is never appropriate to discuss a child’s progress amongst the parent body whilst dropping off or waiting to collect children at the end of the day.

FUN AND EFFECTIVE WAYS TO READ WITH YOUR CHILD

1. **Choose a quiet time**
   Set aside a quiet time with no distractions. Ten to fifteen minutes is usually long enough.

2. **Make reading enjoyable**
   Sit with your child and say how much you enjoy reading together. Talk about ‘story time’ as being the favourite part of the day. Try not to pressure your child if he or she is reluctant. If your child loses interest then do something else and finish the reader later.

3. **Maintain the flow**
   When your child mispronounces a word do not interrupt immediately to allow for self-correction. If they do not self-correct, reread what your child has read and ask “Does that make sense?” and discuss. If your child encounters an uncommon or difficult word, it is better to tell them the word to maintain the flow rather than insist they sound it out. If your child does try to ‘sound out’ words, encourage the use of letter sounds rather than ‘alphabet names’
4. **Be Positive**  
If your child attempts an unknown word, praise your child’s effort! Don’t say ‘No. That’s wrong’, but try something like ‘Let’s read it together’ and point to the words as you say them. Boost your child’s confidence with constant praise for even the smallest achievement.

5. **Success is the key**  
Parents anxious for a child to progress can mistakenly give a child a book that is too difficult. This can have the opposite effect to your child’s reading progress. Until your child has built up his or her confidence, it is better to keep to easier books. Struggling with a book with many unknown words is pointless. Fluency, phrasing and expression are lost, text cannot be understood and children can easily become reluctant readers. Don’t compare your child’s performance with that of friends or relatives as every child progresses at their own rate.

6. **Visit the library**  
Surround your child with books. Try to have books in your home for your child to read. Books can be expensive but they can be the treat instead of an 'ice-cream'. If he or she likes a book, find another book with a similar subject or by the same author. Use the local library and librarian, as they are marvellous resources.

7. **Regular practise**  
Try to read with your child on most school days. ‘Little and often’ is best. Read the same book for multiple nights. This will give your child the opportunity to practise fluent, phrased and expressive reading. Once your child can read, have him or her read aloud to you every day and take turns. Your child will be given a book from school to read, however, keep your own book supply because children need a wider exposure.

8. **Communicate**  
Your child will receive a reading diary from school. Try to communicate regularly with positive comments and any concerns. Your child will then know that you are interested in their progress and that you value reading. When reading books, help your child make connections between what he or she reads in books and what happens in life. If you're reading a book about a family, for example, talk about how what happens in the story is the same or different from what happens in your family.

9. **Talk about the books**  
There is more to being a good reader than just being able to read the words accurately. Just as important is being able to understand what has been read. Always talk to your child about what the book might be about before you read it. Look at the pictures, the cover and the title. Ask “What do you think this story is about?” Go through the book page by page and talk about the picture and the words or ideas that might be in the book. After reading the book, ask questions. You will be able to see how well they have understood the story and you will help them to develop good comprehension skills.

10. **Variety is important**  
Children need to experience a variety of reading materials like picture books, comics, magazines, poems, newspapers, diaries, atlases, maps, instructions, recipes and letters.
Little learners love to be engaged in having fun and are excited by the world of literacy. 'Literacy for Beginners' featuring the Letterland® program, takes children to an imaginary world where letters come to life! Through visual stimuli, music, rhyme, movement, craft, games, counting and much more, children are immersed in the world of literacy to build confidence and skills to enable reading and writing to develop. Children develop a bond with their newly acquired characters, which flows into the child’s imaginative play, art experiences and social interactions.

'Literacy for Beginners' features the LETTERLAND® Literacy Program
The program
- Is engaging and FUN- “the highlight of the week”.
- Teaches the sounds of letters, fine motor skills and handwriting.
- Includes parent participation.
- Builds confidence.
- Prepares children for reading.

Classes for 3 to 4 year old children:
This program introduces children to the alphabet and the sounds of the alphabet by taking them to a special place called Letterland®. Letterland® is an imaginary place where letters come to life! Children enjoy the emphasis on rhyme, music, craft, games, counting and much more.

Children must be three before starting the program.

Classes for 4 to 5 year old children:
Once children link the Letterland® character with their sound then it is time to teach them how to use these skills. These sessions will consolidate children’s knowledge of sounds with songs, rhymes, craft activities and stories then progresses into making words. Introducing correct pencil grip and using interactive fun songs, we will introduce children to writing letters.

Children do not need to have participated in the 3-4 year old session before joining the 4-5 year old program.

This program is aimed at children eligible to attend four year old kinder.

Parents must stay at all sessions, as we feel you are such an important link in understanding the literacy learning process. You learn with your child plus you receive a newsletter with ideas to follow-up after the sessions.

The 'Literacy for Beginners' program is a continuous learning program where one letter and sound is introduced each week over the four school terms. To obtain maximum benefit from the program, it is recommended that children and parents attend all sessions over the four terms. The 'Literacy for Beginners' program operates for eight weeks of each school term.

Session dates for 'Literacy for Beginners' at Bacchus Marsh Grammar in 2015 are:
TERM ONE: Wednesday 4th February - Wednesday 25th March
TERM TWO: Wednesday 22nd April - Wednesday 10th June
TERM THREE: Wednesday 15th July - Wednesday 9th September. The program will not operate on Wednesday 19th August 2015
TERM FOUR: Wednesday 14th October - Wednesday 2nd December.

Term fees: $240.00 for 8 sessions. Class size is limited to ten children. For enquiries or booking information, contact the school registrar on 5366 4800.

THE PARENTS AND FRIENDS – (PFA)

The PFA is a non-profit, volunteer association established to benefit the school community of Bacchus Marsh Grammar. The PFA primarily brings the staff, parents and friends together to improve students’ school experience. This is achieved through a range of social events and activities and support where needed.

The PFA is committed to enhancing the learning environment of our students and wider school community. This is achieved through three main objectives:

- Volunteering time for school events, activities and projects.
- Fostering communication between parents, staff and the community.
- Fundraising to help meet school needs that are otherwise unfunded.

How can I become involved in the PFA? An invitation to become a member is attached for you to complete and return it to the office, marked ‘Att. President PFA’ at any time. You are invited to attend any or all PFA meetings at any stage throughout the year.

What about meetings? As a PFA member, you have the right to attend PFA meetings and vote on PFA decisions. The PFA meets monthly with meeting times and venues advertised in the Grammar Weekly. Meetings are held to plan fundraising activities and events and discuss school community activities which may require PFA support. Events undertaken by the PFA include raffles, fundraising drives and social events. We welcome and encourage you to attend the meetings when possible.

BMG PFA actively involved in the school community.

Symone Whiteway, PFA President 2014/15
An invitation to join
Bacchus Marsh Grammar
Parents and Friends Association

Parent/Friend Name: ____________________________________________

Email: ________________________________________________________

Phone: Home: ( ) ________________ Mobile: ( ) _________________

Student Name: ________________________________________________
Year: _________________________________________________________

Student Name: ________________________________________________
Year: _________________________________________________________

Student Name: ________________________________________________
Year: _________________________________________________________

Student Name: ________________________________________________
Year: _________________________________________________________

Please tick:

☐ Yes please include me in your email list to receive minutes and other information.

☐ No I do not wish to be included in your email list to receive minutes and other information.

This information will be held in confidence by the PFA and will not be released to any third party.
BACCHUS MARSH GRAMMAR

South Maddingley Road
Bacchus Marsh, 3340

Postal Address:
P.O. Box 214
Bacchus Marsh, 3340

Telephone: 5366 4800
Absentee only: 5366 4888
Facsimile: 5366 4850
Email: school@bmg.vic.edu.au
Website: www.bmg.vic.edu.au

MRS ELIZABETH O’DAY
Deputy Principal
Head of the Junior School
odayl@bmg.vic.edu.au

Important Dates to Remember:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Student Book Collection</td>
<td>2015</td>
<td>Jan 15th</td>
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<tr>
<td>GYMNASIUM</td>
<td></td>
<td>9.30am to 3:00pm</td>
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<td>Thursday 15th January:</td>
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<td>Friday 16th January:</td>
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First Day Term 1
Prep Reception –Year 6             Monday 2nd February 2015

Uniform Shop - On Campus at Bacchus Marsh Grammar
As published in this handbook