



WELCOME TO ST MARY MACKILLOP SCHOOL

from your P & F Team

GETTING ACTIVE IN YOUR SCHOOL COMMUNITY IS REWARDING AND FULFILLING AND IT'S EASIER THAN YOU THINK!

"I'd love to help but I have to work"

"I have small kids, it's too hard"

"I don't want to take on anything big"

"I don't really know anyone"

"I don't want to lock myself into anything"

No problems, we understand but did you know you can still help our school community in so many ways. The smallest contribution makes a huge difference. Here are some ways to get you started thinking about how you could make a difference in 2013.

5 things you can do if you're time poor or at work!

1. **enjoy a family day out** at a school event
2. **set aside one morning a year** to help out at a working bee
3. **ask a family member or friend** if they'd like to be involved with your child's school (share through them)
4. **enrol your child in our ECP** (extra curricular program)
5. **come along to an evening P&F meeting**

5 things you can do from home!

- **cover library books**
- **invite another parent over** for a coffee
- **cook a casserole for a family in need**
- **help your teacher** – ask what you can take home
- **collect collage** (cardboard boxes, lids etc) for the younger year classrooms

5 things you can do within the school!

1. **nominate yourself** for a **class rep** role
2. **help out at the tuckshop** or our **uniform shop**
3. **volunteer to go on excursions**
4. **come along to classroom prayer mornings**
5. **volunteer to help out with the grounds team**, be on the mowing roster

5 things you can do if you are a parent with little kids!

1. **come along to our Parent Meet & Greet** (little ones a welcome addition!) – look out for these details in school newsletter
2. **hook up with another parent with small kids and take turns babysitting** so you can enjoy reading with your child's class or do a stint at the tuckshop (or go for a coffee at Carindale!). Don't know anyone? Then see your class rep and ask for help with some introductions!
3. **cover library books**
4. **take your kids to the children's liturgy** at Sunday mass
5. **chill out** and don't worry about not being able to help out – your time will come

Helping
your school
community

INTRODUCING OUR P&F TEAMS

Our P&F Association exists to enrich the St Mary MacKillop Catholic Primary School experience of our children, their families and friends of our school community. Every parent & carer is automatically a member of our P&F and everyone helps support our P&F either indirectly (by attending school events) or directly (by volunteering to help out).

We can help you find ways to become better connected with your school community through the work done by each of our P&F Teams or by connecting you with important school services (such as our Tuckshop, Library, Uniform Shop, and Classroom Help) - all of which depend on volunteers to operate.

Our P&F Executive Team is made up of ordinary parents & friends who have taken on voluntary leadership roles to engage **teams** of parents & friends to turn P&F goals into realities. Here's an overview of each of the teams, the sorts of activities they undertake and how you can become involved.

GROUNDS

Our **P&F Grounds Team** supplements the brilliant work done by our school groundskeeper through the organisation and coordination of regular mowing and working bee activities. Our Grounds Team works to install new landscape elements (playground equipment, garden beds etc) as well as maintaining existing ones.

Become involved through:

- attending a working bee
- joining the mowing roster

VACANT

(mowing roster)

Kristin Houston

(working bees)

0437 507 868

bkhouston@bigpond.com

PASTORAL CARE

Our **P&F Pastoral Care Team** works to provide emotional and spiritual support to members of our school community in their pain, loss and anxiety, and their triumphs, joys and successes. Pastoral Care refers to the atmosphere of care that prevails within our school community and is ultimately an expression of the philosophy and vision of our school.

Become involved through:

- welcoming new families
- cooking casseroles
- supporting parish activities

Bec Ibbotson

0412 662 752

danbecibbo@bigpond.com

EVENTS

Our **P&F Events Team** carefully plans, prepares for and organises our school social and fundraising events, ensuring they are considerate of the principles of inclusion and accessibility to all members of our school community. Our Events Team explores sponsorships and donations to support our activities.

Become involved through:

- volunteering to organise or help out at an event (Mothers / Fathers Day stall, P-4 Dance, Trivia night etc)
- seeking sponsorships or donating prizes

Kellie Donald

0438 175 062

kelliedonald@hotmail.com

Cheryl Kung

0407 164 359

cherylbkung@gmail.com

PARENT LINK

Our **P&F Parent Link Team** works to connect our parents and friends with our teaching and administration teams and our parish, and to explore professional development programs for parents.

Become involved through:

- being a class rep
- attending a parent ed. forum
- letting us know how you'd like to better connect with our school & parish

Ann Toohey

0423 028 958

Atoohy70@optusnet.com.au

Nicole Quilkey

0409 313 692

nquilkey@bigpond.com

SAFE TO SCHOOL

Our **P&F Safe To School Team (STS)** is charged with the consideration of safe and active ways for our children to get to and from school each day, and to monitor and manage traffic in and around our school.

Become involved through:

- Walk to School days
- following our school traffic plan / safety in & around school grounds
- Walking School Bus

Amanda McKenzie

0420 278 917

amandamckenzie@me.com

Walk to School

Tanya Barnes & Sharon Sturdy

0413 480 801

tanyabarnes@optusnet.com.au

Safe to School

FETE

Our **P&F Fete Team** works every second year to convene our biggest social & fundraising event in the school calendar. This event is about building and developing relationships within our school and with our local community.

Become involved through:

- Taking on a lead role
- volunteering to help on the day
- supporting calls for donations
- purchasing a ride bracelet

Donna Pearson

0401 554 783

mmfete@bne.catholic.edu.au

Our **P&F Executive Team** works to provide an effective and efficient P&F organisational structure to facilitate opportunities for all members of our school community to participate in activities and decision making. The Executive establishes a plan of action for the year ahead and works to encourage a high level of participation from our parents & friends group. Our Executive Team includes the following members and each of the team leaders listed above.

Mel Britt, President, 0407 194 747 melted01@gmail.com

Sharon Sturdy, Vice President, 0407 161 456 isturdy@aol.com

Nicole Smith, Secretary, 0404 846 727 nickbren@iprimus.com.au

Liz Hollier, Treasurer, 0434 959 277 ehollier@hotmail.com

HERE ARE SOME OF THE WAYS IN WHICH YOU CAN GET INVOLVED IN YOUR CHILD'S SCHOOL LIFE AND SAVE UP TO \$90 OFF YOUR SCHOOL FEES

(refer to the CPP information on our school website for more info www.marymackillop.qld.edu.au/documents/cpp.htm)

Many of our families are aware of how most of our P&F activities are run but for new families and those who may not have been able to help in the past it may be a mystery! Here's some more detailed information to help you understand about our **Mowing Group**, **Casserole Club**, **Class Rep** network, **School Banking** service, **Walking School Bus**, **Tuckshop**, **Uniform Shop** and **Library**.

MOWING GROUP

The mowing group is an extremely important part of the grounds crew, as they help maintain the lawns around the school buildings and help the school save thousands on external mowers. For those of you that have not done it before, don't worry it's a breeze. All the mowing equipment is provided, and it is only 1-2 hours, 3-4 times a year – that's all!!! Get a group of friends together and help out.

Mowing is in teams of 4-5 people and we can group friends together. There are approx. 12 groups so you only mow maybe 3-4 times per year. We try to avoid school & public holidays. Mowing times are Sat 7.30am, Sat 3.30pm and Sunday 3.30pm, although groups can co-ordinate their own time outside of church mass times if it suits. Mowing takes about 1-2hrs depending on the time of year. Mowers and fuel are supplied by the school. Each group has a team leader to open shed and organise the group. It's very easy and takes so little time to make the school neat & tidy. **Contact Details: Vacant**

CASSEROLE CLUB

The Casserole Club is one of our Pastoral Care activities and consists of wonderful volunteers who cook meals to be distributed to families in our School Community at a time when they could benefit from a home cooked meal e.g. a time of illness or birth of a child or just because they're doing it tough. As a volunteer, you will periodically receive a letter requesting you to make a meal (approx twice a year). If you know of any family who could benefit from a meal, you simply advise Sally or Stephanie and they will ensure a meal(s) is sent home via the classroom or delivered to the family home.

5 Easy Steps

- ☐ Receive a letter from the Casserole Club to cook a meal (you don't need to wait for a letter if you wish)
- ☐ Collect a container from the School Office
- ☐ Make the meal/soup of your choice and fill the container
- ☐ Be sure to label the container with *ingredients, date prepared and heating instructions*
- ☐ Return your meal to the School Office where it will be placed in the freezer

Contact details

Bec Ibbotson 0412 662 752 or danbecibbo@bigpond.com.au

Please know that all meals are truly appreciated by the family in our St Mary Mackillop Community who receives them. All volunteers from 2012 have remained on the 2013 list unless you advised us otherwise. If you would like to be a part of the Casserole Club, please email Sally.

CLASS REPS

A Class Representative is someone who volunteers to act as a key point of contact in their class particularly in terms of promoting communication between the families of their class, their teacher, the school & our P&F committee.

As Class Rep you may be involved in: assisting your teacher in drumming up support for a particular classroom activity; getting together with the other class reps in your grade to organise various social events throughout the year (family events, 'parent only' events, day/night times etc etc); helping to promote P&F events through your year level by sending a quick email to your class parents; or welcoming new class members to our school community.

Our Class Rep network forms part of our Parent Link P&F team and will have the support of the P&F team, particularly from our Parent Link Team Leaders.

If you are interested in becoming a Class Rep please contact:

ANNTOOHEY - 0423 028 958 ATOONEY70@OPTUSNET.COM.AU OR NICOLE QUILKEY 0409 313 692 NQUILKEY@BIGPOND.COM

SCHOOL BANKING

The St Mary MacKillop School Banking service was established by parents to help our children learn the art of saving their money through opening a bank account; making regular deposits and watching their savings grow. Our team of School Banking volunteers mans a desk outside the library from 8am every Thursday morning of school term. Children simply need to bring along their banking books and their money to deposit.

First time bankers will need to come along and grab an application form - this form needs to be completed and lodged with your local Commonwealth Bank to establish your child's account. It usually takes the bank a couple of weeks to create the account and then your child will be issued with their 'bank book' and they can start making deposits at school.

Children are welcome to make deposits as often as they like for any amount, be it 5c or \$5. Our school P&F receives fund raising income from school banking through a small percentage commission on deposits made.

Our School Banking team leaders are **Rhonda Toms** and **Jan Blewitt**. If you're interested in helping out with School Banking or would like to get your child involved then please drop by and see us on a Thursday morning or contact **Rhonda** jpossum_birkdale@hotmail.com 0419 700 943 or **Jan** - dj_blewitt@optusnet.com.au 0412 522 707.

WALKING SCHOOL BUS

A **Walking School Bus (WSB)** is a group of children walking to and/or from school with trained and approved (school volunteer registered and/or Blue Card) Walk Leaders from the school community. The 'bus' walks along a set route to and/or from school, picking up or dropping off children along the way at designated stops, similar to a normal bus route. Children who live on the WSB route can be picked up from their front door, and children who don't live along the route can have their parents/carers drop them off at a designated 'bus stop'. Following the successful completion of our trial last year we are looking to offer 2 WSB routes: 1) along Collingwood Rd (Birkdale Road end); and 2) along Marlborough Road.

Our MMK WSB helps to encourage an active lifestyle for our children, provides them with opportunities to develop other friendship networks, teaches & promotes road safety practices, helps reduce school traffic congestion by lessening the number of cars entering our grounds, and provides parents with alternate drop-off/pick-up points located outside our school grounds.

Our **WSB Coordinator** is responsible for the overall coordination of the WSB and liaises with the school to develop the most suitable routes, raise awareness of the program, develop and maintain a WSB Walk Leader roster, and to manage the student enrolment process.

We are currently seeking a replacement WSB Coordinator. This role involves a time commitment of approximately 2hrs per week and provides a invaluable service to our school community.

A **WSB Walk Leader** operates the WSB in a safe and efficient manner and safely supervises the WSB children getting them safely to and from school. They are familiar with the route including all stops and road crossings, and follow specific policies & procedures to ensure safety of our children is paramount. **We are currently seeking additional Walk Leaders.** These roles involve a time commitment of approximately 30mins per walk.

If you are interested in helping us continue this invaluable service by taking on one of the above roles, are interested in enrolling your child or would like to find out **more please contact one of our** team members.

TUCKSHOP

Tuckshop operates *3 days per week* - Monday, Wednesday & Friday.

The school teaches the children about the importance of eating balanced, nutritious foods through our "GO, GLOW & GROW" program. It is important for the tuckshop to support this program and as such, we continue to offer foods from the 'GO, GLOW & GROW' range to ensure good nutritional values for your kids!

Tuckshop is a fun and friendly environment and a great way to meet other parents. No experience is necessary and everyone is most welcome. Unfortunately, safety issues exclude toddlers. So if you are able to spare approximately three hours once a month from 8.30-11.30am on a Tuckshop day then please leave your details at the school office or contact **Cheryl Thompson 0421 642 185**. The tuckshop roster, once finalised, will be sent home via your child's class teacher.

UNIFORM SHOP

The Uniform Shop is open every week during term time as follows:

Tuesday	8.00 am – 9.30am
Wednesday	2.00pm - 3.30pm

If you are unable to make it to the Uniform Shop during its opening hours you may place your order in the Uniform Orders box located in the school office. Order forms available on school website or at the uniform shop. Please be aware that if you are placing cash in this box you are doing so at your own risk. Ideally this method should only be used for orders being paid for by credit card.

If you can spare some time, your help in the uniform shop would be greatly appreciated. Please call **Nikki Lewis** on **Phone: (07) 3822 5500 Fax: (07) 3822 5690 or mobile 0400 774 550 or nicolelewis@bne.catholic.edu.au**

LIBRARY

Our library is always on the lookout for volunteers to assist with tasks such as ♠ book covering ♠ book repairs ♠ storytelling. Drop in to the Library to offer your services.

VOLUNTEERS

The parents & friends of St Mary MacKillop are very welcome and a critical part of daily school life. Through involvement in classroom help, craft, tuckshop, uniform shop, P&F, School Board, mowing, working bees, our Fete, or many other volunteer roles, your assistance enhances the quality of teaching and learning that we provide our children.

All volunteers must be trained in Student protection and Safety protocols before they can lend their skills and services within the community. By undertaking the training through a home based module parents, grandparents and friends can agree to a code of conduct and register as a volunteer in our school. For more information on training of volunteers see www.marymackillop.qld.edu.au/documents/volunteerhomebasedtraining.htm