

## Contact Personnel



Given the growing size of our school, it is necessary for us to have clear lines of communication particularly with respect to raising queries and concerns that arise from time to time. Consequently, our school is organised into two distinct groups..... (1) **Prep to Year 2**, and (2) **Years 3-6**. One of our Deputy Principals has primary oversight for each group.

Should you feel that you have a need to discuss issues/suggestions related to your child's education or schooling, please **make the first contact with your child's teacher** and then, if necessary, with the respective contact person as outlined below. It is hoped that a conversation with the right person will result in the right solution in a timely manner.

Please know that we appreciate and value the level of respect and trust that already exists at St Catherine's and look forward to working with you in partnership to ensure that this is at all times maintained.

What for?	Who?
<ul style="list-style-type: none"> <li>• Class programs</li> <li>• Class discipline</li> <li>• Friendship matters</li> <li>• Issues outside of school that may impact learning, homework, etc</li> </ul>	<p><b>Class Teacher</b></p>
<ul style="list-style-type: none"> <li>• Any specific curriculum enquiries</li> <li>• Extensions programs</li> <li>• Queries regarding specific assessment such as NAPLAN, ICAS, etc</li> <li>• Reporting</li> </ul>	<p><b>Class Teacher first</b></p> <p>Pauline Moran <b>Deputy Principal: Catholic Identity, Learning &amp; Teaching</b></p>
<ul style="list-style-type: none"> <li>• Concerns about your child's learning (after seeing the class teacher)</li> <li>• Social emotional issues</li> <li>• Speech concerns</li> <li>• Educational assessments</li> <li>• Intervention Support</li> <li>• Indigenous Education Support</li> </ul>	<p><b>Class Teacher first</b></p> <p>Kathy van Leusen <b>Learning Adjustment Leader</b></p>
<ul style="list-style-type: none"> <li>• Concerns relating to students with a diagnosed disability</li> <li>• Individual learning plans with regards to students with disabilities</li> </ul>	<p><b>Class Teacher first</b></p> <p>Kathy van Leusen <b>Learning Adjustment Leader</b></p>
<ul style="list-style-type: none"> <li>• General Religious Education curriculum enquiries</li> <li>• The School's Religious Education Program, spiritual development of children and parents, school Masses and celebrations</li> <li>• Parish Sacramental Programs</li> </ul>	<p><b>Class Teacher first</b></p> <p>Nerida Byrden <b>Leader of Catholic Identity &amp; Religious Education</b></p>
<ul style="list-style-type: none"> <li>• Any follow on issue regarding Prep to Year 2</li> <li>• General enquiries pertaining to Prep to Year 2 staff, parents and students</li> </ul>	<p><b>Class Teacher first</b></p> <p>Pauline Moran <b>Deputy Principal: Catholic Identity, Learning &amp; Teaching</b></p>
<ul style="list-style-type: none"> <li>• Any follow on issue regarding Year 3 to Year 6</li> <li>• General enquiries pertaining to Years 3 – 6 staff, parents and students</li> <li>• Medical plans for all students</li> <li>• Workplace Health and Safety concerns</li> </ul>	<p><b>Class Teacher first</b></p> <p>Andrea Kershaw <b>Deputy Principal: Administration</b></p>
<ul style="list-style-type: none"> <li>• Matters to do with the overall procedures, policies and functioning of the school</li> <li>• Issues with school fees</li> <li>• General matters when you are not sure who to see, or you have seen one of these people and the Deputy Principals, and there seems to be no resolution</li> </ul>	<p>Kevin Browning <b>Principal</b></p>