



Our Daily Routines

Our school day commences at 8.45am and concludes at 2.55pm to ensure we are able to deliver all programs, it is important for students to arrive on time and are prepared and ready to begin studies.

Every student receives their personal timetable to assist them to know when and where they must attend at each block. Our school day is divided into three 100 minute blocks.

Block 1

8.50am to 10.30am

Recess 10.30am

Block 2

10.55am to 12.35pm

Lunch 12.35pm

Block 3

1.15pm to 2.55pm

Student Diary

Student Diaries are issued to students at the start of the year. The diary provides students with their personal timetable, school information and school events.

The diary is used by students to record events, homework and other relevant information and is utilised to record permission for students to leave class and move about the school. It is a requirement that students get their diary signed by a teacher before leaving their class.

Absences

Parents are asked to contact the school on the morning that a student is expected to be absent. Please phone 03 6452 1376 to assist the school to take careful check on absences.

If you cannot contact the school on the day the student is absent, we will request that parents provide a note authorising the absence upon the student returning to school. Should a student fail to present an absentee note, we will contact the parent/guardian to ascertain the nature of the absence.