

St Michael's is one of eleven sites that make up Aspect South East Sydney School. There are two classes at St Michael's. Our school is part of Autism Spectrum Australia (Aspect) and as such is covered by all Aspect's policies and procedures.

Official school hours are 8.50am to 3:00pm. Students arrive at school in the morning between 8.45 - 8.55am. Staff will wait by the school front and meet the students from special transport. Parents may drop students at the shelter area inside the school ground; a teacher will be there to supervise at 8:45. If families arrive earlier they must stay with their child until a staff member is on duty. There may be different procedures in place due to Covid 19 in 2021 which means families are not allowed on site at drop off or pick up.

Students are dismissed to parents or put on special transport from 2.45 pm. Transport drivers wait at the parking area outside the school area and Aspect staff will assist students to vehicles. Parents pick up children at school parking area, a teacher will stay with them at all time. In case of late pickup, the teacher will wait with the student at the shelter area inside the school ground.

No vehicles are allowed to enter the school parking area between 8:30 – 9:10am and 2:45 – 3:15pm.

Morning tea is between 10.50 – 11.30am and lunch from 1.25 -2.00. The first 15 minutes of break all students remain seated and are encouraged to eat. In the event of wet weather students will play inside their classroom. At all times Aspect students are supervised by Aspect staff.

When entering the St Michael's unit outside of drop off hours please ensure you enter via the main school office and sign in as a parent visitor. St Michael's office staff will call Aspect staff who will then meet you in the office.

Aspect students are encouraged to wear the full St Michael's uniform at all times.

Uniforms can be purchased from LOWES CAMPSIE
SHOP 36 CAMPSIE CENTRE
14-28 AMY STREET
CAMPSIE NSW 2194
Phone: 9718 3184

OR

SAOUMA'S SCHOOL WEAR
SHOP 2/200 THE BOULEVARDE
PUNCHBOWL
Phone: 9750 3276

Second hand uniforms are available on site at St Michael's office

St Michael's has a 'No Hat No Play' policy. If any student is without their hat during recess or lunch they must sit or play in a shaded area of the playground. Students are encouraged to arrive at school wearing their hat.

St Michael's has a school canteen that is open every day. Please provide your child with a brown paper bag with the order written on and the money inside the bag.

When students are sick parents are requested to contact the school as well as supply a note for the teacher to be kept in the school roll as per policy on the child's return. Notes can be attached via the SeeSaw APP.

Each term parents will receive a copy of the class timetable as well as a parent letter that will outline the class activities and the unit of work for the term.

Families are asked to download the SeeSaw App. Teachers will use this platform to share with you information about your child's learning and we ask parents use this tool to respond to your child's learning and individual goals. It is possible for parents to privately send a message to the class teacher/s and vice versa.. If there is an urgent matter please call the class teacher on 0425 291 493. Staff will check this phone regularly.

The Principal at South East Sydney School is Joanne Tisdell. Joanne can usually be contacted at the Peakhurst unit on 8556 5800 or at our Kirrawee unit on 9521 8499. The Coordinator for St Michael's unit is Robin Hawkes. Robin can be contacted on 9560 0249 or 0411 744 865.

Thank you for taking the time to read some important information about the St Michael's unit.