

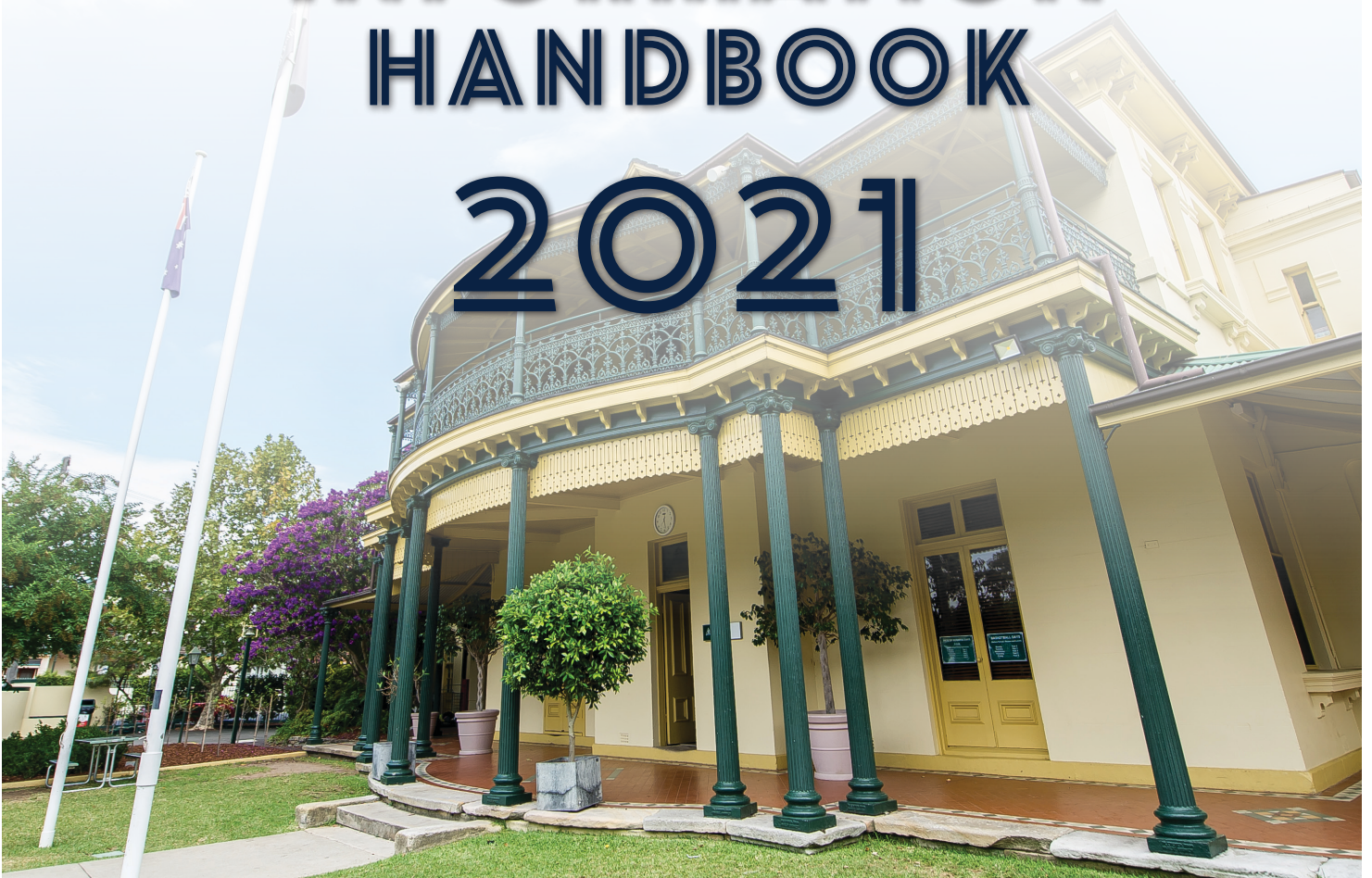


TRINITY
GRAMMAR SCHOOL

PREPARATORY SCHOOL

INFORMATION
HANDBOOK

2021



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Trinity Grammar School at Strathfield



Sir Philip Sydney Jones built "Llandilo House" in 1878 on a large property bounded by The Boulevarde, Albyn Road, Kingsland Road and Wakeford Road and lived there until his death in 1918. The property was then subdivided and a group of Strathfield residents headed by Rev. Wheaton, a Congregational minister, bought the house for a school which was known as Strathfield Grammar School. In 1926 it was offered to Trinity Grammar School and bought by them, but Strathfield Grammar School and Trinity Grammar School continued to function as separate establishments until 1932, when the two became Trinity Grammar School. From 1932 until 1937 all teaching (except some Science) was done at Strathfield and boys were taken by bus to Summer Hill for sport. (The boarders lived at Summer Hill). 1938 saw a division - the Senior School returning to Summer Hill and Strathfield being established as the Preparatory School.

"Lauriston", on the corner of The Boulevarde and Margaret Street was leased from the Vickery family in 1946 as a boarding house for Preparatory School boarders and was used during the day as the Sub Primary. It was purchased in 1951 but sold in 1967. "Milverton" had been bought from Dr. Hotton in 1966 and the Sub Primary moved there. Prep. Boarders had moved to Summer Hill at the beginning of 1966. "Milverton", though separated from "Llandilo" by "Somerset", was accessible from "Llandilo" by a right of way at the rear of the "Somerset" property.

With the death of Lady Joske, whose first husband, James Larcombe, had built "Somerset" in 1923, the School was able to buy this property, giving much needed outdoor space to the Preparatory School.

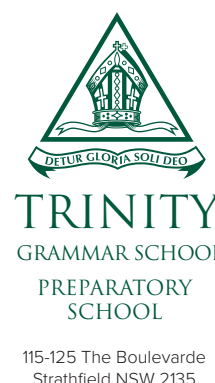
Over the years a considerable amount of extension and renovation has taken place on both the "Llandilo" and "Milverton" properties. A splendid extension at "Milverton" was opened in 1991. This extension enabled the whole of the Infants to be located at "Milverton". In August 2005 a magnificent Sports and Music Centre was opened. This was part of The Master Plan for the Strathfield Campus. As a result all Primary classes are now housed in "Llandilo", a new Common Room was opened and the Administration Area and Sick Bay in "Somerset" were completed renovated.

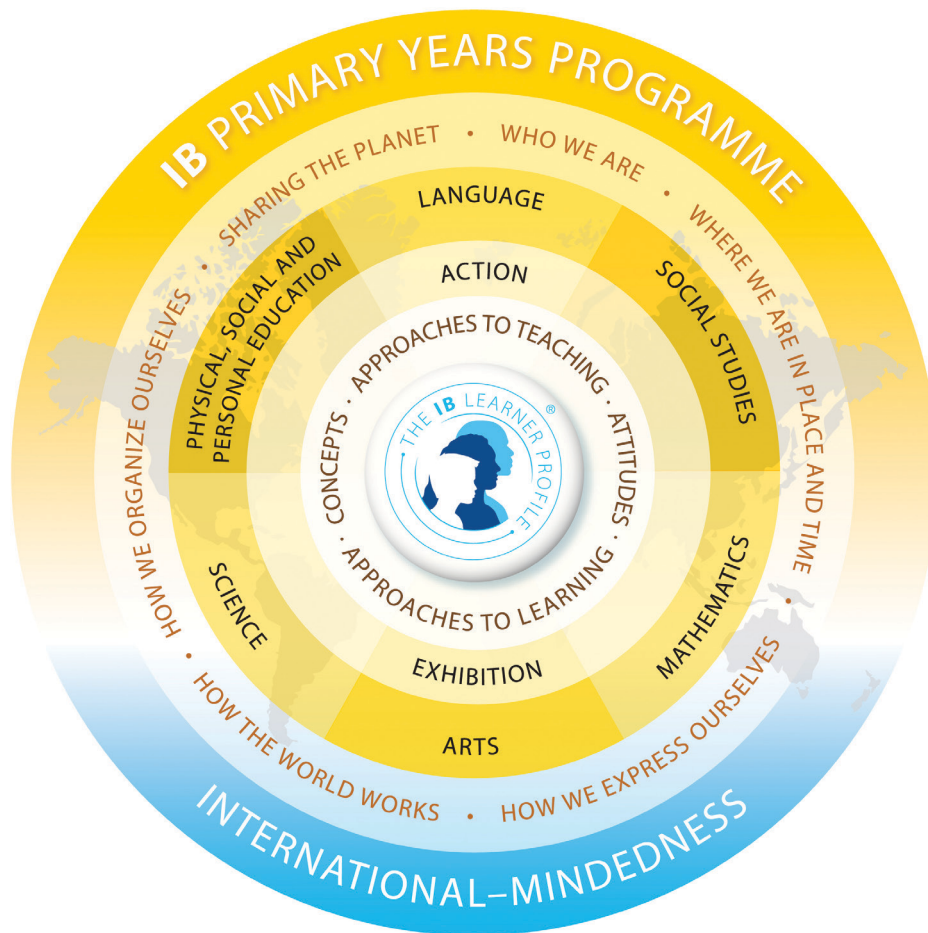
Further major developments were completed in 2010 with a new Library created in the Common Room undercroft, which links in to the "Llandilo" building and a new Multi-Purpose Classroom/Hall facility built in front of "Milverton" adjacent to "Somerset" gardens.

Though Trinity Grammar School now owns a much larger area than that bought from Strathfield Grammar School, the total is much less than the original "Llandilo" site owned by Sir Philip Sydney Jones.

Preparatory School Contact Details

Main School Number (8.00am - 4.00pm)	8732 4600
Absentee Email	prepabsentee@trinity.nsw.edu.au
Head of the Preparatory School Mr Chris Wyatt	0408 481 058
Deputy Head of the Preparatory School Mr Richard Lever	0437 219 592
Director of Curriculum and Early Learning Mrs Kirsti Hitz-Morton	8732 4640
Director of Music Mrs Geraldine Campbell	8732 4617
Sportsmaster Mr James Bremner	0414 747 396
Secretary to Head of the Preparatory School Mrs Theresa Carmichael	8732 4650
Community Relations Officer Ms Joanne Gabbe	8732 4600
Health Centre	8732 4602





The Preparatory School has been implementing the International Baccalaureate's Primary Years Programme for many years. In August 2010 we became an authorised IB World School.

The PYP is taught at the Preparatory School from Pre Kindergarten to Year Six.

At the heart of the PYP is **structured inquiry** as a vehicle for learning. Inquiry learning gives ownership of learning to the students and develops their questioning, research and critical thinking skills. It allows them to pursue their own interests and make meaningful connections with what they are learning to their home, community and the world.

Throughout the year students complete six Units of Inquiry. Each unit of inquiry explores a different globally significant theme, as shown on the outside of the model. Teachers and students use key questions that are concept based to structure the units of inquiry. This allows for integration of the six different disciplines (subject areas). As a result they acquire and apply approaches to learning (skills) while developing an understanding of these important concepts. The **development of explicit attitudes** and the expectation of **socially responsible behaviour** are at the core of the inquiry model.

While the traditional subject areas are not taught separately to each other, all NSW Education Standards Authority (NESA) syllabus outcomes and expectations are met through the integrated units. As much as possible, all Key Learning Areas are taught within each unit. At times it is not possible to integrate all discipline areas, so then some subjects are taught as stand alone lessons, without any connection to the Unit of Inquiry.

Underpinning all that the students do and learn are ten attributes called The Learner Profile. Students will strive to become:

- **INQUIRERS**
- **KNOWLEDGEABLE**
- **THINKERS**
- **CARING**
- **PRINCIPLED**
- **OPEN-MINDED**
- **RISK-TAKERS**
- **BALANCED**
- **COMMUNICATORS**
- **REFLECTIVE**

Through the **learner profile**, the whole student is developed - spiritually, physically, intellectually, emotionally and ethically.

1. School Structure And Administration

1.1 MEDICATIONS

The School must be made aware of **any medical conditions** as soon as the enrolment is accepted. **Any medicines, creams etc that are needed specifically must be provided before or on the first day that the boy starts at TGS** (especially Epi-pens).

1.2 CLASS GROUPINGS

The **Pre-Kindergarten** classes cater for the younger boys in the pre-school age group.

Kindergarten classes are organised into three groups. This is the first year of formal education.

Years One to Four will be divided into three classes for each Year group. All classes are of mixed ability. Each class is under the direction of a trained and experienced teacher. Boys in these Years also enjoy group lessons in Physical Education, Music, Library, Art, Mandarin and Christian Studies, conducted by specialist teachers each week.

Years Five and Six operate as cohorts with the three teachers taking collective responsibility for the students' learning needs. Each student will be part of a pastoral care class for which one of the teachers takes responsibility.

Boys have already been informed of their Class allocation and classes will usually take the initial of the teacher's surname.

1.3 SCHOOL OFFICE - ENQUIRIES

The School Office is open from 8.00 am to 4.00 pm each weekday.

The Health Centre is open from 8:15am to 3:45pm each weekday. The Health Centre can be contacted on 8732 4602.

The following guidelines concerning messages and interviews should be noted:

- > All telephone enquiries and messages for staff within the Preparatory School should be made through the main school number - 8732 4600
- > To report your son's absence is via the Trinity APP. (for details please see page 8).
- > No member of staff is available for telephone calls during teaching hours. However, messages may be left at the Office for a return call.
- > Telephone calls made to the School "out of hours" will be recorded on the answering service.
- > Should any parent wish to discuss their son's progress or welfare at any time during the year, they should contact his Class teacher and arrange an appointment. This can be done by writing a note in your son's Record Book.

1.4 REQUESTS FOR LEAVE OF ABSENCE

All requests for leave, **either from school or sport, should be addressed to Mr Wyatt** via email to his Secretary. He will then reply to those requests. **Please ensure you put your son's name and Class on all correspondence to the School.**

1.5 PERMISSION FOR MOBILE PHONES AT SCHOOL

Parents who would like their sons to bring a mobile phone to School **must write to Mr Wyatt requesting permission** for this.

1.6 SCHOOL HOURS

We ask all parents to co-operate in the matter of punctuality. The School hours are:

Year	School Hours	1st Break	2nd Break
Pre-Kindergarten	9:00am - 2:45pm	10:30 - 11:00am	12:30 - 1:30pm
Kindergarten to Year Two	8:30am - 3:00pm	10:55 - 11:30am	1:30 - 2:00pm
Years Three to Six	8:30am - 3:15pm	10:55 - 11:30am	1:30 - 2:00pm

Parents should note the following School rules:

- > Boys arriving before 8.00 am must report to Before School Care unless they are attending a sports training session, Orchestra or Music lesson.
- > Boys arriving late must report to the School Office to receive a late note for their teacher.



1.7 KISS and RIDE ZONE

Kiss and Ride

A Kiss and Ride zone is provided in Llandilo Avenue on the northern side of the road to assist with the safe and efficient drop off and pick up of children attending Trinity Grammar Preparatory School. The Kiss and Ride Zone operates from 8.00am - 8.45am and 2.30pm - 4.00pm on gazetted school days. Families in Kindergarten to Year 6 are able to use this zone. To make this zone operate as safely and as smoothly as possible, Trinity Grammar Staff Members are on duty each morning (8:10am to 8:30am) and afternoon (3:00pm to 3:30pm) to assist with the operation of the zone.

General Kiss and Ride Guidelines

- Students are not permitted to access the boot of their car at any time. This is to be done by an adult if necessary.
- Students must enter and exit the vehicle on the curb side and are not permitted to walk between motor vehicles at any time.
- Students should wait until the car reaches the section between the two gates adjacent to the playground before entering or exiting the vehicle.
- Parking within Bus Zones is illegal at all times.

Mornings

- Students must have their bags and other belongings with them in the passenger seat and are not permitted to go to the boot of the vehicle.
- Year 5 Buddies will be on duty to support younger students walking to their classroom under the supervision of teachers.
- Pre-Kindergarten students are not permitted to use Kiss and Ride in the morning. Parents are required to walk the boys into School.

Afternoons

- Parents should arrive at the Kiss and Ride 5 to 10 minutes after their son's finishing time to reduce the amount of traffic build up in the local area.
- Parents are to have their son's name clearly displayed on the left-hand corner of the windscreen. Signs may be ordered from the Preparatory School Office.
- Years 3 to 6 parents should not join the Kiss and Ride queue until 3:15pm so that parents of Infants boys can collect them and reduce the traffic. If Year 3 to 6 parents join the queue before this time, they will be asked to drive around the block again.
- If parents are at the beginning of the queue and an individual boy is not ready for some reason, parents will be asked to drive around the block again.
- Parents that are unable to join the queue at the bottom of Llandilo Ave, because it is already too long (and has reached the 'No Stopping' sign) are not to try and merge into the queue further up the road but to drive around the block again.
- If the Kiss and Ride line is too long parents should consider parking in a nearby street and walking to the School to collect their son. Please be considerate towards local residents by not parking across driveways.
- Parents are to avoid doing u-turns in Llandilo Avenue to minimise risk to pedestrians and motorists.



Public Transport and Trinity bus

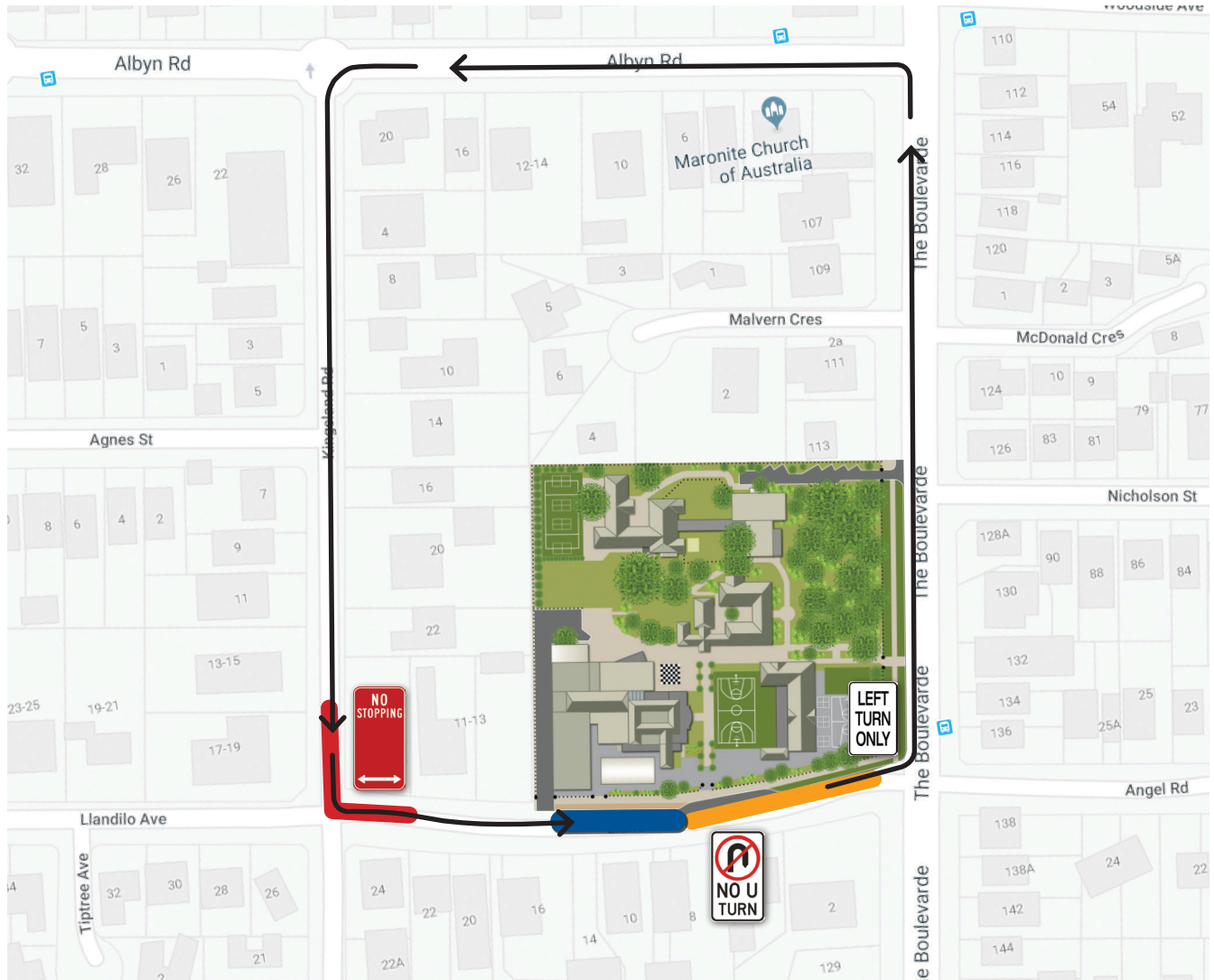
Trinity Grammar School promotes the use of Public Transport options for students and staff.

The Strathfield Campus is 1.3km from Strathfield Station. A number of older Preparatory School students make use of the public bus that departs from the bus stop immediately outside the School on The Boulevarde.

The School bus arrives and departs from the bus stop on Llandilo Ave outside the School.



Kiss and Ride Traffic Management



Traffic Management for student safety

- Kiss and Ride Zone** | **No Parking** and **No U Turn**
8.00am - 8.45am and 2.30pm - 4.00pm
- No Stopping Zone**
- Bus Zone** | **No Parking** and **No U Turn**



1.8 ABSENTEE / ILLNESS / LATE NOTES

Parents of any boy who is absent from school or going to be late must contact the School by 9:00am via the Trinity Grammar School APP or email prepabsentee@trinity.nsw.edu.au.

On the day following your son's **final** day away from school, please email the School on prepabsentee@trinity.nsw.edu.au with a written explanation as to why your son was absent. **Please include his full name and class.** If you wish you can scan and attach a letter or doctor's certificate. However a simple explanation of his absence is all that is required. This emailed response will then be recorded onto Synergetic (the School's administration data base), archived and filed for 12 months as required by legislation.

If your son arrives to school late, please ensure that you direct him to go to the Front Office to collect a late note. Failure to do this could result in his being marked with an unexplained absence which will see you receiving an SMS from the School. This will also then need to be followed up.

Please **do not** send any letters with your son as we hope that this email system will be a far better method to streamline the absentee process. **Any requests for leave or early departure from school** must be directed to the Head of the Preparatory School requesting that leave or early departure and acknowledgement of receipt of that request will be sent to you.

If your child contracts one of the diseases of childhood as listed it will be necessary for parents to supply a Certificate of Clearance from a doctor before children will be permitted to return to School.

Chicken Pox	Exclude for at least 5 days after first spots appear. Contacts are not excluded.
COVID-19	Please refer to the School's website for current information, protocols and all instructions.
German Measles	Exclude for at least 7 days from appearance of rash. Contacts are not excluded.
Measles	Exclude for 5 days from appearance of rash or until the Medical Certificate of Recovery is produced. Exclude household contacts for 21 days after the last exposure to infection IF attending Pre-School and if child has NOT previously had the Measles OR been immunised against Measles.
Whooping Cough	Child should be kept home for 5 days from the start of antibiotic treatment. Otherwise, keep home for 3 weeks from when "whoop" starts. Unimmunised contacts should be kept home for 21 days, unless receiving antibiotics.
Mumps	Exclude until child has fully recovered, and for 9 days after the appearance of the swelling. Contacts are not excluded.
Impetigo	Allowed to attend School if sores properly covered with clean dressing. Contacts are not excluded. The School requires a weekly Medical Certificate while the child is infected. This is very contagious.
Head Lice	Where cases are discovered, parents will be notified. Treatment is simple and effective and can be purchased from the Chemist - those infected are required to stay away from school until treatment has been completed. NO CERTIFICATE OF CLEARANCE REQUIRED.

IMMUNISATION - Please check with your local doctor that your son is up-to-date with all appropriate immunisation. **Diseases such as German Measles, Measles, Mumps and Whooping Cough are serious and are preventable. It is expected that all students will have been appropriately immunised. We strongly encourage you to ensure your son is fully immunised before entering school. The School is now required by the Department of Health to keep a register which records whether a boy enrolled at the School is immunised or unimmunised against a number of childhood diseases. If an outbreak of one of these vaccine-preventable diseases occurs at Trinity, the Department of Health is notified and unimmunised children may be excluded from school for the time set down by the Department of Health. The School has the obligation to notify the Department of Health of any such illness. All parents of boys from Pre-Kindergarten to Year 6 must send in the School's copy of the Immunisation Certificate whether their sons are immunised or not. If unimmunised, an Immunisation Certificate must be completed and signed by your son's doctor indicating that immunisation has not been undertaken.**

1.9 SCHOOL UNIFORMS AND GENERAL APPEARANCE

During Term 1 and Term 4, Summer uniform will be worn by all Preparatory School boys. Winter uniforms are worn in Term 2 and Term 3. Whenever outside the School grounds, in public, boys are to appear in FULL School Uniform and be neatly presented. Detentions will be given to those boys who bring the School into disrepute by not maintaining an appropriate appearance. Socks should always be pulled up. **Boys are not allowed to eat in public when in uniform.**

All clothing apparel, including shoes and headwear, MUST BE CLEARLY LABELLED WITH YOUR SON'S NAME.

School Shoes - Pre Kindergarten to Year 1 boys should wear black shoes with Velcro or lace ups (if your son is able to tie his own shoes). **Boys in Years 2 - 6** are to wear black, lace up leather school shoes.

Runners - Every boy from Pre-Kindergarten to Year Six will require a pair of appropriate runners, which may be left in his drawstring bag for daily use at recess and lunchtime. Those boys who do not possess a calico drawstring bag should purchase one from the Clothing Shop. All parents are reminded that the School uniform expectation is that boys will wear appropriate runners (**eg not bright fluoro shoes**). Please endeavour to purchase the regulation shoes for your son ready for the start of the School Year.

Hair - Hair is to be cut well above the collar line and away from the ears. The hair should not be cut in an extreme manner that invites attention. Regular inspections are made to ensure the observation of these rules concerning personal grooming and appearance.

Hats - All boys will need to wear the Trinity green hat while playing at School. These hats are **not** to be worn outside the School grounds as part of the normal uniform.

Trinity Grammar School Backpacks - These are the only acceptable type of school bag to be used, and should be clearly marked with your son's name, as well as his full address and telephone number on the inside. Boys must carry their school books in the backpack, but swimming togs and sporting gear may be carried separately in the School Sports Bag or School Excursion bag. Attachment of labels and stickers on the exterior of any school bag is forbidden, as is felt pen decoration.

Attendance at Sport as a Spectator - When attending Preparatory School sport as a spectator, boys should wear either normal school uniform or appropriate School P.E. uniform. When attending Senior School sport, all boys are expected to wear normal School Uniform.

1.10 RECORD BOOKS

The Record Book is used as a means of communication between teachers and parents and vice versa. Students also use the Record Book to support their self/management particularly in the older years. The Record Book contains additional information about school life.

1.11 ART

All boys in Years PK - 6 attend Art lessons each week. During their time at the Preparatory School each student will experience a balanced and continuous exposure to a wide range of materials, techniques and skills. Activities are open-ended and flexible, such that each student is encouraged to work at his own level of development.

1.12 MANDARIN

Mandarin is taught to boys in all Years PK to 6. Classes not only offer the opportunity to learn a second language, but also the chance to study the culture and history of China.

1.13 DISCIPLINE AND DETENTION

The School lays down its standard of behaviour and conduct. Where boys disregard school rules and their misdemeanours warrant disciplinary action, a Detention or Register Entry is given. Parents will be informed of this by note and the parent will be asked to sign that note. Detention will be held after school from 3.20 pm to 4.20 pm and will be strictly supervised by the Deputy Head. In the event of poor or unacceptable academic effort, detentions may be given by Class teachers and supervised by them. For all detentions after school hours, a note prior to the day will be despatched to parents informing them of the reason and pertinent details. Copies of the School's Pastoral Care Policy are available from the School Office.



1.14 STAFF RESPONSIBILITIES AND CLASS ORGANISATION

Executive Team:

Head of the Preparatory School | **Mr Chris Wyatt**
 Deputy Head of the Preparatory School | **Mr Richard Lever**
 Director of Curriculum and Early Learning | **Mrs Kirsti Hitz-Morton**

Pastoral and Curriculum:

Assistant PYP Co-ordinator (PRE-K -2) | **Mrs Fiona Evans**
 Assistant PYP Co-ordinator (3-6) | **Mrs Jessica Ford**
 Pastoral Leader (Kindergarten) | **Mrs Sally Bailey**
 Pastoral Leader (Stage 1) | **Ms Michelle Sommerfield**
 Pastoral Leader (Stage 2) | **Ms Portia May**
 Pastoral Leader (Stage 3) | **Mr Mark Gannon**

Teaching Staff for 2021

Class Teachers

Pre-Kindergarten	PKM Mrs Eleanor Mawson Ms Suallyn Mitchelmore	PKOP Mrs Karen Oliver Ms Lucy Pero	PKS Mrs Alexandra Schmidt
Kindergarten	KB Mrs Sally Bailey	KC Mrs Hilary Cardiff	KS Ms Sarah Clay
Year 1	1I Ms Deanna Iannella	1M Mr Sebastian McGrath	1S Ms Angela Stitche
Year 2	2C Ms Erin Cuthbert	2G Mr Robert Goulbourne	2P Ms Sara Palmer
Year 3	3C Mrs Holly Caddy	3G Mr Thomas Gosper	3H Mr Brent Hinson
Year 4	4B Ms Jessica Brogan	4M Mr Scott Merrick	4P Ms Portia May
Year 5	5H Mr Adam Herborn	5M Mr Stephen Mugridge	5O Ms Nadene O'Neill
Year 6	6G Mr Mark Gannon	6M Ms Mikaela Janes	6S Mr Adam Short

Single-Subject Teachers

Library	Mrs Abigail Nel	Inquiry Learning Integrator
Music	Mrs Geraldine Campbell	Director of Preparatory School Music
	Mrs Nicole Smeulders	
PDHPE	Mr James Bremner	Sportsmaster
	Mr Jason Freshwater	
	Mr Simon Kelly	
Art	Mrs Amanda Levee	
	Ms Alia Lynden	
Mandarin	Mrs Ying Yu Wei	
	Ms Kiki Kang	
C/Studies	Mr Stuart Smith	
STEAM	Mrs Fiona Evans	
	Mrs Jessica Ford	Term 1 only
L/Support	Ms Michelle Sommerfield	
	Mrs Helen Wills	
EALD	Mrs Danielle Johnston	
	Mrs Nicole Zabaras	
G&T	Mrs Francen Bryce	
RFF	Ms Vicenza Toia	Term 1 only

Teacher's Aide

Pre-Kindergarten	Michelle Gadaleta	PKM
	Margaret Anshaw	PKM
	Maria Raptis	PKOP
	Elizabeth Lassithiotakis	PKS
Kindergarten	Samantha Gatte (Term 1 only)	KB
	Mina Pahos	KC
	Catherine Charalambous	KS
Stage 1	Carmel Lombardo	Year 1 & 2
Stage 3	Julie Ters	Year 5
	Ream Mansouri	Year 6
Visual Arts	Hien Lee	Art

1.15 HOUSE SYSTEM

There are four Houses within the Preparatory School - *Archer, Henderson, Hilliard* and *School*. Every boy is allocated to a specific House and in a variety of ways, and through personal endeavours, can earn points, merits and commendation awards for his House. Each House will be under the direction of its own Housemaster who will be assisted by other members of the teaching staff. **BOYS STAY IN THESE HOUSES THROUGHOUT THEIR TIME AT THE PREPARATORY SCHOOL.**

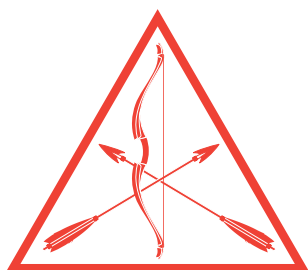
The award of the Champion House Trophy on Speech Day is made to that House which gains the highest point aggregate over the whole year for scholastic work, sport and other activities.

CAPTAIN: Aiden Coelho

VICE-CAPTAINS: Thomas Ko and Alexander Hu

SCHOOL OFFICERS: James Ahn, Nathan Della Torre, William Hunt, Isaac Ismail and Orlando Ang

The following are the Housemasters, Assistant House Staff and elected House Captains:-



ARCHER

 Colour: Red

Housemaster:
Scott Merrick

Asst. House Staff:
Sally Bailey
Francene Bryce
Geraldine Campbell
Hilary Cardiff
Jessica Ford
Mikaela Janes
Portia May
Abigail Nel
Nicole Smeulders
Michelle Sommerfield

Aide
Samantha Gatte
Jacqueline Indari
Hien Lee

House Captain:
Aravinda Chauhan

House Vice-Captain:
Kescharan Ketheswaran



HENDERSON

 Colour: Yellow

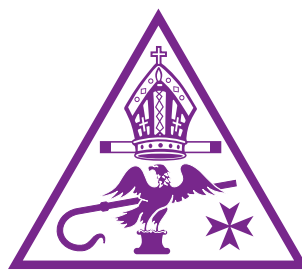
Housemaster:
Robert Goulbourne

Asst. House Staff:
Holly Caddy
Sarah Clay
Danielle Johnston
Suallyn Mitchelmore
Nadene O'Neill
Lucy Pero
Ali Schmidt
Adam Short
Stuart Smith
Angela Sticher

Aide
Michelle Gadaleta
Mina Pahos
Maria Raptis
Julie Ters

House Captain:
James Stylianou

House Vice-Captain:
Benjamin Gerges



HILLIARD

 Colour: Purple

Housemaster:
Stephen Mugridge

Asst. House Staff:
Jessica Brogan
Jason Freshwater
Adam Herborn
Deanna Iannella
Kiki Kang
Simon Kelly
Eleanor Mawson
Karen Oliver
Ying Yu Wei
Nicole Zabaras


Aide
Margaret Anshaw
Catherine Charalambous
Vicky Orfanos
Ream Mansouri

House Captain:
Jeremiah Sydhom

House Vice-Captain:
Oliver Varone



SCHOOL

 Colour: Royal Blue

Housemaster:
Mark Gannon

Asst. House Staff:
Erin Cuthbert
Fiona Evans
Thomas Gosper
Brent Hinson
Amanda Levee
Alia Lynden
Sebastian McGrath
Sara Palmer
Vincenza Toia
Helen Wills
Nicole Zabaras

Aide
Mia Kelly
Elizabeth Lassithiotakis
Carmel Lombardo

House Captain:
Marcus Chiam

House Vice-Captain:
Kamile Abwi

There will be House meetings held during the year - these greatly enhance the enthusiasm of every boy and encourage his participation in School and House activities.

2. The Academic Year

2.1 TERM DATES 2021

1	Lent Term: (Term 1)	Wednesday 27th January to Thursday 1st April
	Good Friday	Friday 2nd April - (during school holidays)
	Easter Monday	Monday 5th April - (during school holidays)
2	Whitsun Term: (Term 2)	Tuesday 20th April to Friday 18th June
	ANZAC Day	Sunday 25th April
	Queen's Birthday	Monday, 10th June - boys do not come to school on this day
3	Trinity Term: (Term 3)	Tuesday 13th July to Friday 17th September
	Labour Day	Monday 4th October - (during school holidays)
4	Michaelmas Term: (Term 4)	Thursday 7th October to Thursday 9th December

Preparatory School Prize Giving will be held on **Thursday, 9th December** at **2pm** and is compulsory for all boys Years 3 - 6. Boys do not attend school on this day but proceed straight to Summer Hill for prize giving.

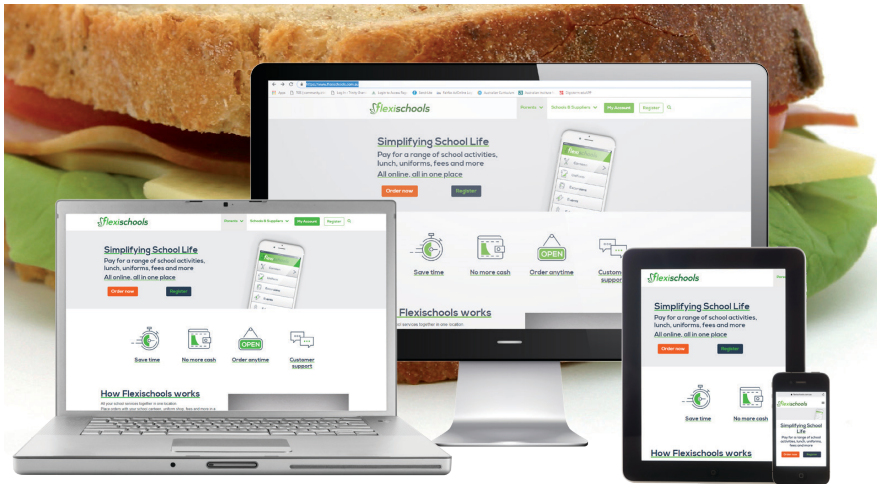
2.2 ARRANGEMENTS FOR COMMENCEMENT OF TERM 1, 2021

- > **Classes commence officially for Pre-Kindergarten to Year 6.**
- > Boys new to the School entering **Years Three to Year Six** should arrive by **8.30am**.
- > At 8.30am they will line up in the playground as they did on Orientation Day. Finish at 3.15pm.
- > Boys beginning in **Kindergarten** should report to the Joske Garden by 8.30am. Finish 3.00pm.
- > Boys Beginning in **Year 1** should report to the Joske Garden by 8.30am. Finish 3.00pm.
- > Boys beginning in **Year 2** should report to the space outside the library by 8.30am. Finish 3.00pm.
- > **Pre-Kindergarten** boys to report to the Pre-Kindergarten area at their assigned time for a half-day session (Wednesday 27th January and Thursday 28th February). Friday 29th January is a full day for all Pre- Kindergarten boys.



3. School Information

3.1 CANTEEN



Trinity Grammar School has a great online ordering system for the Canteen, called FlexiSchools.

WHY?

- Convenience** Order and pay for canteen orders from home or your mobile device.
- Safer than cash** Removes the need for your son to carry cash at school.
- Peace of mind** Order online and enjoy the peace of mind that your order has been received complete, correct and fully paid.
- Free registration** Registering for an account is easy and free. Sign up, add your students and you're ready to start ordering.
- Reliable and secure** The Flexischools service is PCI compliant and has undergone extensive 3rd party security and vulnerability testing.

CANTEEN ONLINE ORDERING IS HERE THROUGH 

HOW TO REGISTER

Go to www.flexischools.com.au and select the "Register" option

Enter your email address

You will then receive an email. Click on the link within the email to go to the Registration Form

Complete the form and click "Submit"

Add the details of your son/sons and you are ready to order...

HOW TO ORDER

Go to www.flexischools.com.au and select the "Order Now" option

Click on "Start an Order..." for your son/sons

Select the day for the lunch order. You can also set up orders in advance.

Add each of the lunch items. Extras and option will appear where relevant.

Select your payment method. You can pay for the one order or "top-up" your account. Complete the payment and the order is placed.

The Preparatory School Canteen is an integral part of Trinity Grammar School Preparatory School, catering for over 500 boys, 50 members of staff and many specialised and VIP luncheons throughout the School year. It is open everyday from 8am to 1.15pm to serve all boys in Pre-Kindergarten to Year 6. It provides a varied nutritional menu for the Summer and Winter terms with a wide selection of healthy food from which the boys can choose.

All boys, Pre-Kindergarten to Year 6 may have lunch orders. All orders must be placed online via **Flexischools**. Orders are available for Crunch & Sip, First Break and Second Break.

- Crunch & Sip orders close at 8:30am
- First Break orders close at 9:30am
- Second Break orders close at 10am

Click <https://www.flexischools.com.au/> to set up your Flexischools account.

If there are any queries concerning your son's lunch or general Canteen business, please feel free to talk to the Canteen Supervisor on 8732 4654.

If recess food and /or lunch are left at home, please notify the School Office, who in turn will notify your son's teacher. He will then be given a lunch slip so that he may be supplied with a standard lunch. **The Canteen should be re-imbursed by the parents the next day via Flexischools.**

No boy should go to the Canteen if he has forgotten his lunch without notifying his Class teacher first. Finally, always read the Prep News for information on upcoming Canteen specials, special offers and changes in prices. The current price list of items sold in the Canteen is available from the School Office or Canteen.

NO CREDIT IS ALLOWED AT THE CANTEEN

3.2 PREP NEWS - THE WEEKLY NEWSLETTER

Every week throughout the School year, the Prep News will be available on the School's website. It is the responsibility of all families to download or view the Prep News each week.

As all boys in **Years 4 to 6** are chosen to represent the School in Saturday morning fixtures, it is the responsibility of parents to see that their son is punctual in his attendance and where circumstances arise which cause your son to require leave from Saturday sport, a letter to the Head of the Preparatory School is expected prior to the match day. In the case of unforeseen illness, it is expected that parents make a call to the Sportsmaster (**0414 747 396**) before the game. In this way, replacements can be found and the organisation of the team is less disrupted. **Please let us know if your son will be unavailable as soon as you can so that team selection will be minimally affected.**

3.3 SCHOOL LIBRARY

The Preparatory School has an excellent collection of fiction, non-fiction and reference material. The collection also includes magazines. The Library is open to boys from 8:10am to 3:45pm Monday to Friday. The Library staff are happy to assist parents with choosing suitable material for their son.

All items are on loan for two weeks. Boys are responsible for the items borrowed and they must be returned by the due date. If items are lost or damaged, a replacement cost will be charged.

Library Bags - Library bags are important as they protect items from damage on the passage to and from school. It also contains these items, so they don't get so easily lost. Write name only on white strip, not class. All boys from **Pre-Kindergarten to Year 2 are required to have a library bag and will not be able to borrow without one.** If lost, a new one is available from the uniform shop Midford at Summer Hill. Any Library bag is acceptable provided it has your son's name clearly marked on the outside, towards the base of the bag. Boys are welcome to borrow items every day of the week if they wish.

3.4 FAMILY SERVICES

During the course of the year, two House Family Services are held for the boys and their families in the School Chapel at the Summer Hill campus. We urge you to keep these dates free of other commitments and to share in these important events in the life of our School. The dates and times of these Services will be listed in the Calendar and a timely reminder is given in the Prep News. We would encourage all families to attend at least one Family Service during the School Year.

Family Services:

- > **Sunday, 14th March** - 10.00am Archer and Henderson Houses Family Service, Summer Hill
- > **Sunday, 15th August** - 10.00am Hilliard and School Houses Family Service, Summer Hill

3.5 MISSIONARY COLLECTION

Throughout the year an Offertory is collected within the classroom and then presented in Chapel. Boys are encouraged to donate a small amount of money to the focus charity. Service Offertories are also included in this collection. The money raised in 2020 was distributed to Bandanna Day, Westmead Children's Hospital, Exodus Foundation and RSPCA.

3.6 PARENT INFORMATION EVENINGS

Early in the School Year, a series of information evenings will be held. These are designed to give you the opportunity of meeting other parents of boys as well as members of staff. Teachers also provide information about the year ahead in their classroom. Dates for these are:-

Pre-Kindergarten to Year 2	Tuesday, 2 February	7.00 pm
Years 3 and 6	Wednesday, 6 February	7.00 pm

3.7 REPORTS AND PARENT / TEACHER INTERVIEWS

Communication between the School and parents is encouraged. If you have any concerns regarding your son's progress you should contact his teacher for an interview at any time.

Three-Way Conferences are held at the end of Term 1 and 3, and Student-Led Conference are held early in Term 4.

At the end of Term 2 and Term 4 the Semester Report will be uploaded and available for viewing for all families. Access to your son's Seesaw and/or Canvas (Digital Portfolio) will be provided.

3.8 CO-CURRICULAR ACTIVITIES 2021 (BEFORE, DURING AND AFTER SCHOOL)

Trinity prides itself on providing learning opportunities for all boys to develop in Mind, Body and Spirit. Teachers are committed to working with each individual as he realises his purpose, passions and potential. Our co-curricular activities form an essential aspect of this well-rounded approach. In 2021 we have once again attempted to provide a wide range of co-curricular activities to support the boys in their development.

These include; Chess Coaching, Art Club, Tennis Clinic, Music and Drama, Cricket Coaching, EAP Minimites and much more. This diverse range is offered to give every boy an opportunity to participate in an activity of his choosing. Don't overtax your son, as he may already have heavy involvement in other areas. Such a programme is only possible through the consistent dedication and commitment displayed by so many of our staff members.

Registration will open for all activities in the first week of the 2021 School Year. For details of the activities and start dates, please check with the Administrators of each activity.



4. Education Support Services (Tess)

Trinity Education Support Services (TESS) provides integrated support to students with special needs across the Preparatory, Junior, Middle and Senior School campuses. The department structure permits an inclusive and comprehensive approach for students with special needs on a K-12 basis. We aim to identify students' difficulties early in their School life and make appropriate interventions. Students with special needs include those who have:

- > Physical disabilities
- > Learning difficulties
- > Social and emotional difficulties
- > English as Second Language needs (ESL)
- > Cognitive and Talented

The TESS team is made up of:

- > Registered School Psychologists
- > Specialist teachers in learning difficulties, gifted and talented education, English as a Second Language (for students from non-English speaking backgrounds) and Careers education/guidance
- > Special project personnel such as Speech Pathologists, Occupational Therapists and Aides
- > Parent volunteers

The TESS team organises:

- > A wide range of short and long term individual, group and classroom support intervention for students with special physical, intellectual, and social/emotional needs
- > Interventions in consultation with parents and mainstream teaching staff
- > Referral to relevant external and visiting specialists where necessary

ACADEMIC SUPPORT - Students with Special Learning Needs
(Learning Difficulties and Gifted and Talented Students)

The School aims:

- > to establish a culture that is supportive and responsive to individual needs and differences whereby each student's strengths and attributes are recognised and valued.
- > to promote access to the curriculum, participation, engagement and enhanced learning outcomes of students with special needs.
- > to outline our whole School approach to identification/teaching/learning in relation to students with special needs.
- > to facilitate staff development related to special education needs through internal and external professional development.
- > to enable students with special needs to share with their peers as complete an educational experience as is possible.
- > to support collaborative communication structures through the Welfare teams process, year/faculty meetings and School database.

In accordance with the General Policy Statement of the School we recognise:

- > that each student needs to follow an academic programme best suited to his needs and interests;
- > that such a programme might involve the pursuit of coursework which is partially or, in some cases, almost entirely, different from that undertaken by the remainder of students in the student's academic year.

Modifications may include but may not be restricted to:

- > Learning Difficulties
- > In class support and team teaching

- > Small group and individual withdrawal programmes
- > Curriculum differentiation in the mainstream classroom
- > Special Provisions
- > Homework Support
- > Social Skills Group
- > Study Skills Group
- > Individual Education Programmes

Year 7 Support Classes - English and Mathematics

For boys entering Year 7 who have been identified by the TESS Department with significant learning needs in Literacy and Numeracy, the School offers support classes in English and Mathematics. Specialist staff cater for the needs of students in a small group setting and may have a maximum of twelve students. Intervention mirrors the mainstream syllabus but is designed to meet the specific needs of each student. Placement in these classes is by invitation only and is reviewed with parents at the end of each term.

Gifted and Talented

- > In class support and team teaching
- > Curriculum differentiation in the mainstream classroom
- > Grouping and re-grouping
- > Extension classes (Years 8-10)
- > Mentors
- > Acceleration
- > Individual Education Programmes
- > Social and Study skills
- > Homework support

Extension Classes for Gifted and Talented students

Students may be selected for these classes after careful consideration by specialist TESS staff, relevant teachers and the School Executive.

Subject Acceleration or Whole Grade Acceleration

Should a student require a change to his educational programme specialist TESS staff have discussions with the student, his teachers, Year Level Co-ordinators, Head of Department responsible, Head of the Preparatory School and the student's parents.

TESS staff are available to parents and students for counselling with regard to gifted or parenting issues. Parent information evenings are provided during the year.

Counselling

Counselling is available to all students from Pre Kindergarten to Year 12. Students may self-refer or be referred to a Psychologist by parents or staff. Some group programmes are provided each year (eg stress management, social skills). Our counselling service is also available to assist parents with regard to their sons, for behavioural, emotional, social, academic or other concerns. For further information, please contact the Counselling Department on 9581 6035.

English as a Second Language (EALD)

Students who require additional support due to English being their second language will be identified by specialist TESS staff, their Class teacher or the School Executive. This support will occur during the School day. Additional support is available through the IEC (information below).

Trinity English Course (T.E.C.)

The Intensive English Centre offers specialist, professional English lessons in a small group environment. The size of TEC classes ranges from ten students per class for Pre Kindergarten and Kindergarten to a maximum of 12 students per class for Years 1 - 6. The TEC is primarily for EALD students (English is an Additional Language or Dialect), who need additional literacy support to help reach their potential in the classroom. Non EALD applicants will be reviewed for suitability on a case-by-case basis prior to confirmation of enrolment on a case-by-case basis prior to confirmation of enrolment.

5. Out-Of-Hours Care Programme

OSH CLUB

The Preparatory School provides a Before School Care, After School Care and Vacation Care Programme which is owned and managed by OSHClub. OSHClub is located in the front left of the Llandilo Building.

Programme Contact Number 0467 001 619
Head Office Number (02) 8355 5300 (9am-5pm Monday to Friday)
Website www.oshclub.com.au

Operating Times Before School Care After School Care | 7:00am to 9:00am and 3:00pm to 6:00pm
After School Care Short Fee | 3:00pm to 3:30pm

OSHClub
Before & After School Care



OSHClub is Trinity's Outside School Hours Care (OSHC) provider and delivers exciting activities, healthy, nutritious food and motivated and caring team members to meet all your children's needs before and after school.

For more information and to register, please visit: www.oshclub.com.au



6. Travel/Transport

6.1 GOVERNMENT RAIL AND BUS PASSES

OPAL passes for Government buses, trains, ferries and light rail are available online at <http://www.opal.com.au>.

6.2 PREPARATORY SCHOOL BUS

The Trinity School buses has six regular services that include Strathfield to Summer Hill; Cronulla; Sutherland/Menai; Peakhurst/Hurstville; Gladesville/Hunters Hill and Putney. These services are available for boys in Years 3 to 6.

Detailed information and online application form can be found on the Trinity website: <https://www.trinity.nsw.edu.au/transport/>. Charges for bus travel will be charged to your son's School account.

The Trinity School buses are also used to transport boys to sport and other activities. There are no fees for boys attending these activities.

Please be aware these buses are not supervised by teachers. At times, the GAP student is on the shuttle between Summer Hill and Strathfield.



7. School Sport

7.1 INFORMATION

Trinity Grammar School Preparatory School organises many individual and team sporting activities during the course of a year. Some of these are organised in conjunction with the Independent Primary School Heads of Australia (IPSHA). Students participating in these sporting activities take part in practice and in competitions.

TGSPS, IPSHA expect students to take responsibility for their own safety by wearing compulsory safety equipment, by thinking carefully about the use of safety equipment that is highly recommended and by behaving in a safe and responsible manner towards team members, opponents, spectators, officials, property and grounds.

All boys from Years Four, Five and Six must participate in the Sports Programme set down for Inter-School and Intra-School fixtures.

YEAR 3:

The boys will be involved in one in-school Sport session on a Thursday. In addition, Year 3 boys will participate in a compulsory Friday afternoon Sport programme that will run for 5 weeks each term. Each term will focus on a different sport to provide the boys with exposure to a wider variety of sports, specific skills coaching related to each sport, and the opportunity to participate in modified game situations. This experience will be invaluable as our boys prepare to participate in the IPSHA Saturday Sport competition from the beginning of Year 4 where they get to choose a sport to participate in.

YEARS 4 - 6:

All Year 4 to 6 boys participate in Saturday Sport (compulsory) from the beginning of Term 1. Only boys with valid excuses will be exempted from sports coaching and match participation.

Written requests for each exemption must be sent to the Head of the Preparatory School as soon as possible before a game so that teams can be covered. Regulation School Sports uniform is to be worn by every boy for practice sessions and official sports fixtures with other schools.

A full schedule of Inter-School fixtures for all sport uploaded to the Trinity APP and changes will be made updated as soon as they become available. **No boy will be permitted to telephone his parents to deliver his sport uniform to School should he forget.** Parents should take particular note of the following:-

Ages are taken as at January 1, 2021 (e.g. if your son is ten on January 1st he will be in U/11). Some Summer sports are arranged by grade, not age.

Each week there will be one in-school practice session for boys playing in Years 4 - 6 on Thursdays 8.45 - 10.45am

If boys attend **Class Swimming**, they should wear green TGS swimming costume, which are available from the School Clothing Shop at Summer Hill.

7.2 SPORTS UNIFORM FOR PHYSICAL EDUCATION LESSONS AND SPORT

All boys from Kindergarten to Year 6 will wear the white School regulation Polo shirt for all P.E. sessions and sport and green shorts. These items are available from the Uniform Shop. The School tracksuit may be worn if cold.

All students from K to 6 wear sport uniform on Thursdays. In addition, your son will know what days he will be required to have his sporting gear with him, as it will be listed on his class timetable entered in his Record Book. **"No Gear - no Sport"** is the rule of the School and the boys could be placed on supervised detention for infringement of this

rule. **House T-shirts should not be worn for PD/H/PE classes.** They should be worn for House Carnivals only (e.g. Swimming, Track & Field, Cross Country). The coloured shirt will be worn by Year 3 during the Year 3 Sport sessions. Uniform items are available from the School Clothing Shop at Summer Hill.

7.3 SWIMMING

There will be two House Swimming Carnivals from which will be selected the School Swimming Team. These boys will compete at Swimming Invitionals (generally on a Friday afternoon). Preparatory School boys can attend swimming instruction in the Senior School Pool before and after school, provided it does not clash with other School commitments. The School Swimming Coach, Mr Ben Tuxford, conducts morning and afternoon sessions at the Senior School pool. Boys should wear the green School speedos at all of these above Carnivals or swimming sessions.

YEARS 4 - 6 SPORT AND UNIFORM INFORMATION

7.4 CRICKET, BASKETBALL, SOFTBALL AND TENNIS

CRICKET

All boys playing **Inter-School Saturday Cricket** should wear the School long sleeved Cricket shirt, white shorts or long trousers (available from the Clothing Shop), white socks and white runners (while it is understandable that some stripes may be present, white must be the predominant colour). Under no circumstances will boys be permitted to wear coloured runners or high tops. A School white floppy hat may be purchased from *Midford*.

Boys who play cricket using a hard ball must wear a helmet when batting at all games and practice sessions. Boys should purchase their own helmets where possible as the School's helmets are of mixed sizes and may not fit all boys.

BASKETBALL

Boys selected in the **Inter School Basketball** teams will be required to wear the School Basketball singlet and shorts available from the School Shop, together with plain white socks. The School also recommends the wearing of a mouthguard. High top Basketball shoes are only to be worn by boys when playing Basketball. The Basketball MIC will advise boys of their playing number and will arrange for singlets to be sent for numbers to be put on. Uniform items are available from the School Clothing Shop at Summer Hill.

SOFTBALL

Boys are to wear white P.E. top and green shorts and either green Football or Rugby socks (this will depend on which Winter sport they play). They must also purchase the School Softball cap. Uniform items are available from Midford.

7.5 RUGBY, FOOTBALL, AFL AND OZTAG

RUGBY

All boys in **Years 4-6 playing Rugby** will require - **Rugby uniform** which is a School Green/White stripe Jersey, green Rugby shorts, Rugby socks or Football socks, Rugby or moulded boots and mouthguard. The wearing of any other jersey is not permitted at any time at School, unless requested by a team coach. Uniform items are available from the School Clothing Shop at Summer Hill.

For training

House jersey, green or black shorts, green and white socks, Rugby or moulded Football boots and mouthguard.

FOOTBALL

Football uniform consists of green Football shirt and bottle green Football shorts, green Football socks for all (except 1st XI - these boys will be given a 1st XI pair), Football boots and shin pads. Uniform items are available from the School Clothing Shop at Summer Hill.

For training

House T-shirt, (House jersey can be worn for training during colder months), bottle green Football shorts, green Football socks, moulded Football boots and shin pads are required.

OZTAG

Boys playing Oztag will require - white shirt, green P.E. shorts, green Rugby socks, sandshoes or moulded Rugby boots.

For training - a House t-shirt, (House Rugby jersey can be worn for training during colder weather), green P.E. shorts, white Rugby socks and sandshoes. Uniform items are available from Midford.

7.6 TRACK & FIELD

Following the Track & Field Championships at the beginning of Term 3, boys will be selected for the Track & Field team.

Boys who are selected will need to purchase the Track & Field uniform, which consists of singlet and green athletics shorts (not long Basketball shorts) and white socks. Uniform items are available from Midford.



8. Music

7.7 SCHOOL TRACKSUIT

The School Tracksuit, which is the only tracksuit to be worn for all School activities, is manufactured exclusively for the School. Representative stripes, when awarded, are sewn to the front left breast side of the jacket below the School badge. Midford is now able to sell individual tracksuit tops and bottoms. Please note that the full School tracksuit must be worn and not just the top or bottom when boys are attending sporting venues.

7.8 WET WEATHER

If there is wet weather leading up to, or on, Saturdays, the boys should check the Trinity App which will be updated if games are cancelled.

YEAR 3 SPORT AND UNIFORM INFORMATION

7.9 CRICKET AND BASKETBALL

CRICKET

Boys will need to wear their House t-shirt, PE shorts and sandshoes.

BASKETBALL

Boys will need to wear their House t-shirt, PE shorts and sandshoes.

7.10 RUGBY AND FOOTBALL

RUGBY

Boys will need to wear their House Rugby jersey, green shorts, Rugby or Football socks, Football boots (moulded rubber studs) and mouthguard.

FOOTBALL

Boys will need to wear House t-shirt or House jersey, green shorts, Football or Rugby socks, Football boots (moulded rubber studs) and shin pads.

7.11 SWIMMING

Boys are to wear green Trinity Swimming speedos, goggles, towel, House t-shirt, PE shorts and sandshoes.

7.12 TRACK AND FIELD

Boys are required to wear House t-shirt, PE shorts and sandshoes.



8.1 CLASS MUSIC

From Pre-Kindergarten to Year 6, each class attends Music lessons. These provide the basis upon which other activities are built. Instruction in the reading of musical notation (a sequential developmental Kodaly based approach) as well as performance and listening skills form a large part of the programme. The use of tuned percussion instruments and technology programs in composition are features of the work in Primary grades.

8.2 THE TRINITY SINGERS

This is an additional group of 48-52 boys, from Years 4 to 6. Selection is by audition and usually takes place in Term 4 of Year 3. Since its formation in 1980, the Trinity Singers have gained a considerable reputation for their work and are a skilled group of performers. They regularly participate in public functions of all kinds and are very much ambassadors for the School. The boys practise on Wednesday morning from 7.30 - 8.30am and either Thursday or Friday from 7.45am - 8.30am depending on their voice part.

8.3 JUNIOR AND PRIMARY CHOIR

Boys in Years 1 & 2 are able to join Junior Choir and boys from Years 3 – 6 may join Primary Choir. Membership is voluntary and together with the Trinity Singers, number some 80 boys.

8.4 GROUP INSTRUMENTAL TUITION

In addition to the private tuition programme, the entire Year 1-2 cohort are involved in the Compulsory Strings Program learning the violin and 'Cello. In Year 1 boys will learn both instruments swapping after Term 1 and with the added option of learning the Viola offered after the first Semester. At this time boys decide on their chosen instrument on which to complete the remainder of the Strings Program. These lessons are conducted in small groups by our String Instrumental Tutors and are both an awareness programme, which enhances the class music lessons, as well as a talent identification programme for our String ensembles. As part of the class programme, parents are neither charged for lessons nor for the hiring of violins or viola's, but parents may wish to hire the 'Cello due to the expense of these instruments.

In Year 4, all boys have the opportunity to learn a band instrument (flute, clarinet, trumpet, trombone, oboe or baritone) or continue their string studies in a sight-reading class.

8.5 INSTRUMENTAL ENSEMBLES

There are several groups in which boys can be involved. We welcome not only boys who learn at school but also any who learn outside the School to join some of these ensembles. Possible options are:

Chapel Band

Mondays 7.45am - 8.30am

Primary Choir

Monday's 7.45am - 8.30am

Guitar Ensemble

Mondays Morning Break

Chamber Ensemble

Tuesdays 7.30am - 8.30am

Percussion Ensemble

Tuesday 7.30am - 8.30am

Saxophone Quartet

Tuesday 3.15pm - 4.15pm

Trinity Singers (All)

Wednesday 7.30am - 8.30am

Contemporary Music Ensemble

Wednesdays Morning Break

Corelli Strings

Wednesday 3.15pm – 3.45pm

Mozart Strings

Wednesday 3:15pm - 4pm

Beethoven Strings

Wednesday 3.15pm - 4pm

Trinity Singers (Part 1)

Thursday 7.45am - 8.30am

Chamber Orchestra

Thursdays 3.15pm - 4.15pm

Concert Band

Thursdays 3.25pm - 4.15pm

Trinity Singers (Part 2)

Friday 7.45am - 8.30am

Cello Ensemble

Friday Morning Break

Brass Ensemble

Friday Morning Break

Junior Choir

Friday 3pm – 3.30pm

Any enquiries can be made to the Director of Music regarding these groups. As boys become more proficient on their instruments and based upon recommendations from their Instrumental Music Teacher, they are usually invited via an email or phonecall to their parents to join a group.

This year, there will again be a large number of music teachers conducting lessons at the Preparatory School. As parents, you are asked to keep a close liaison with the Music staff on a regular basis to make the most of your son's Music opportunities. Should any problem arise, please contact the Director of Music or your son's Instrumental Music Teacher immediately, so that matters can be rectified. Four week's term time notice is required to cease Instrumental Music Lessons.

Starting Ages:

Piano/Percussion	PK onwards
Violin/Cello	PK onwards
Viola	Year 1 onwards
Double Bass	Year 2 onwards
Woodwind	Year 3/4 onwards
Brass	Year 3/4 onwards

8.6 TIMETABLE

The Instrumental teachers, in close consultation with Class teachers, work out a suitable time for each boy's lessons.

8.7 CHANGING INSTRUMENTS OR BEGINNING LESSONS

This can be arranged during any term for lessons to start at the beginning of the next term. **Four (4) weeks term time notice** is required if a boy is changing from one instrumental teacher to another. Please contact the Director of Music to arrange this. Circumstances can often mean that a change can be made earlier. Each request is dealt with individually.

8.8 PAYMENT OF MUSIC FEES

Music fees will appear on your normal School account. These fees are for the previous Term's tuition. Enquiries regarding these charges should be directed to the Bursar's Office at Summer Hill on 9581 6063.

8.9 ABSENCES - STUDENT

Lessons missed by the student are **non-refundable**. If students are away through illness, a phone call to the Music Department or Instrumental teachers would be appreciated. In such cases EVERY EFFORT will be made to make up the lesson. Failure to give appropriate notice will result in the lesson not being made up.

8.10 ABSENCES - STAFF

Should staff be away, a notice to the effect will be placed on the appropriate Music Studio door. The Instrumental teachers will also notify all students' parents via text or email, and an email to all staff. Lessons will be made up as soon as possible. If time does not allow for this there will be no charge made on the Music account. Should the account already be paid, a credit will appear on the next account.

8.11 TERMINATION OF LESSONS

Before deciding to discontinue tuition, it is essential that contact be made with the Director of Music. It is not appropriate simply to send a note to this effect. In very many cases, once contact has been made, the situation has been resolved and a much happier and wiser student emerges. Difficulties and problems are part of the learning experience; use our experience to assist your son. **Half a Term's notice must be given, in writing, to the Director of Music, otherwise a Term's fees will be charged.**

8.12 HIRING OF SCHOOL INSTRUMENTS

This is arranged when the tuition form is sent to the School. Charge for hiring of instruments is \$50.00 per Term (subject to change). Clarinets and flutes must be put into the boys' bags if they travel to and from School by public transport. With the larger instruments, boys should take care not to leave instruments on buses or trains. Parents are responsible for any loss or breakages should they occur. If either does occur, please contact the Director of Music immediately, so that repairs can be organised with the appropriate tradesman. **If an instrument does get left on a bus or train contact the Director of Music IMMEDIATELY; early action usually means we get the instrument back!** If you are considering buying an instrument, please do not do so until you have discussed this with the Director of Music or Instrumental teachers. Sometimes an expensive mistake is made which could have been avoided.

8.13 STUDIO CONCERTS

Each Semester, parents and friends are invited to attend their son's Concert. In these Concerts, all boys play a piece at whatever level of performance they happen to be. In this sense these are workshop sessions where boys have the chance to hear other members of their teacher's students perform. The benefits for the performers have proved extremely valuable and have a very positive effect on the boys' self confidence and self esteem. They are also excellent occasions for parents and teachers to meet and talk about the boy's progress etc.

9. Parents' & Friends' Association & Strathfield Auxiliary

The Parents' & Friends' Association (P & F) is the umbrella organisation for the School and meetings are held on the first Tuesday evening in each month during term. These meetings will be listed in the Calendar and weekly Prep News.

The Strathfield Auxiliary is an autonomous association within the P & F Association, particularly concerned with the welfare of the boys at the Strathfield site. On the first Wednesday morning of each month during Term time at 9.00am, the Strathfield Auxiliary. All parents of Preparatory School boys are urged to join the P & F Association that automatically entitles you to membership of the Auxiliaries. There are many social activities to be enjoyed, but more especially membership can bring invaluable support to the School.

The Executive Committee of the Strathfield Auxiliary for 2021 is:

Title	Member	Email
President	Wasfieh Nwiran	wasfieh.a@hotmail.com
Vice-President	Katherine Galettis	kgalettis@me.com
Vice-President	Anna Wakim	annalancer@hotmail.com
Secretary	Jennifer Nguyen	jennguyen@optusnet.com.au
Treasurer	Noella Tsang	noella.tsang@corval.com.au
Canteen Co-ordinator	Clara Furfaro	clara_furfaro@hotmail.com
Parent Liaison Coordinator	Chau Tran	ctb.tran@gmail.com
Fiesta Coordinators	Wasfieh Nwiran	wasfieh.a@hotmail.com
	Anna Wakim	kgalettis@me.com
Fundraising Coordinators	Wayne Fotheringham	wfotheringham@gmail.com
	Faten Oueik	fateno@bbcgroup.com.au

WORKING TOWARDS A BETTER FUTURE



10. Uniform Shop

The staff at the Uniform Shop – Midford would like to extend a welcome to all students and parents from Trinity Grammar School. The Uniform Shop is located on the ground floor of the Centenary Centre on the Eastern side of the campus at 119 Prospect Road (please see map below).

The Uniform Shop stocks all Academic uniforms, Sport uniforms and uniform accessories including school shoes.

All families will be able to make their own uniform fitting appointments through our new online appointment system using the following link.
<https://Midford.as.me/TrinityGrammarSchool>

Term 1 Opening Hours

- > Monday 11th - Friday 15th January 9.00 am to 4.00 pm
- > Monday 18th - Friday 22nd January 9.00 am to 4.00 pm
- > Monday 25th January 8.00 am to 4.00 pm
- > Tuesday 26th January Closed

The Midford will return to normal hours on Wednesday 27th January.

Throughout the School Term our opening hours are:
Monday - Friday 8.00 am - 4.00 pm

You are welcome to purchase from the online uniform shop at your convenience and your order will be filled when the store is next open.

Order Your Uniform Online

Enjoy the convenience of online shopping. Save time and energy by ordering your uniforms online in 6 easy steps.

New User Instructions

1. Go to **www.midford.com.au**
2. Select your school from the Online School Shops tab
3. New users to click the **"Register New Account"** button
4. Start the registration process by selecting your school from the drop down menu and add the unique school pass phrase: **tgs1913**
5. Add your personal information, create a username and password
6. Order the items you need, select pick-up in store or option for home delivery.

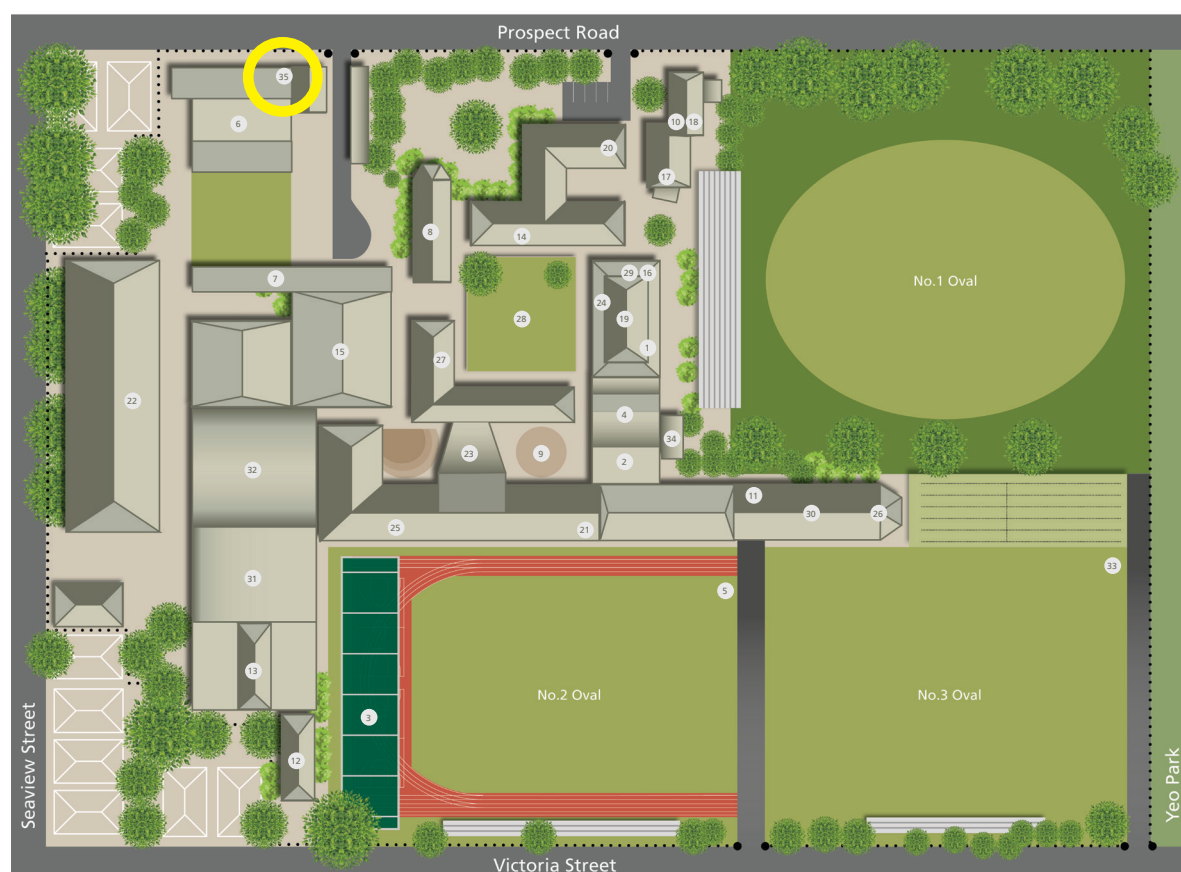
P: 02 9581 6048

E: trinity@midford.com.au

A: 119 Prospect Road, Summer Hill NSW 2130

Midford a division of Georges Apparel Pty
75 Ashford Avenue, Milperra NSW 2214
P: 1800 835 643 **F:** 1800 329 643 **W:** www.midford.com.au **E:** info@midford.com.au

SINCE 1946
midford



Campus Legend

- 1 Accounts
- 2 Assembly Hall
- 3 Basketball Courts | outside
- 4 Cafeteria
- 5 Car park | under No. 2 Oval
- 6 Centenary Centre
- 7 Centenary Centre | Pool
- 8 Chapel | The War Memorial Chapel
- 9 Compass Courtyard
- 10 Council Room | Bosch Room
- 11 Deliveries
- 12 Delmar gallery
- 13 Design Centre
- 14 Dining Hall
- 15 Diving Pool
- 16 Drama Centre
- 17 Enrolments Centre
- 18 Executive Administration
- 19 Founder's Building
- 20 Head Master's Office
- 21 Health Centre
- 22 Junior School
- 23 Latham Theatre
- 24 Library | The Arthur Holt Library
- 25 New School
- 26 Orchestra Room
- 27 Pastoral Care Centre
- 28 Quadrangle
- 29 Reception
- 30 School of Music
- 31 School of Science
- 32 Sports Centre
- 33 Staff car park | under No.3 Oval
- 34 Terrace Room
- 35 Uniform Shop

PREPARATORY SCHOOL CANTEEN MENU

ALL LUNCH ORDERS (FOR AFTERNOON BREAK)
MUST BE RECEIVED BY 10AM

OVER THE COUNTER

BREAKFAST:

- \$1.00 Toast (margarine/vegemite/jam/cinnamon/honey)
- \$2.50 Hot Chocolate

FOR THE PARENTS:

- \$3.00 Tea
- \$3.50 Coffee (Cappuccino etc...)

SNACKS:

(1 item per student. Not available as a lunch order)

- \$0.50 Garlic Toast - Small
- \$0.80 Garlic Toast - Large
- \$0.80 Jelly Cup
- \$1.30 Jumpies
- \$1.50 Popcorn
- \$1.50 JJ's snack varieties
- \$2.00 Red Rock Deli Chips/Smiths
- \$1.50 Piranha Snaps

ICE BLOCKS:

Available at lunch for Years 3-6 (1 ice block per student)

- \$0.50 Jelly Joys (Frozen Jelly Stick)
- \$0.80 Quelch (Frozen Fruit Juice)
- \$0.80 Ice Mony

DAIRY:

- \$2.00 Custard Tub
- \$2.50 Low Fat Yoghurt Tub

DRINKS:

(Available via lunch orders and over the counter)

Please write drink orders on a separate bag.

- \$1.20 Bottled water - Small
- \$2.00 Bottled water - Large
- \$1.40 Plain Milk - 300ml
- \$2.50 Focus Water - 300ml
- \$2.30 Moove - 300ml (choc/strawberry/banana)
- \$2.50 Juice (apple/orange juice)
- \$3.50 Iced Tea (peach/lychee)
- \$2.50 Juice Bombs (raspberry/orange/lime/watermelon/grape juice)

HOT FOOD:

(Only available via lunch orders. Please use a separate bag when ordering)

- \$0.30 Sauce portions
- \$3.20 Sausage Roll
- \$3.00 Cheese & Bacon buns
- \$3.70 Beef Pie
- \$5.00 Chicken & Cheese Burger
- \$2.50 1/2 Chicken & Cheese burger
- \$5.00 Lasagna
- \$5.00 Macaroni & Cheese
- \$5.00 Fried Rice Vegetarian

SALADS:

- \$1.50 Vegetable sticks (carrot/cucumber)
- \$1.50 Seasonal Fruit (apple/orange etc...)
- \$3.50 Fruit Salad Tub
- \$4.00 Salad box
- \$0.50 Add cheese or ham
- \$1.60 Add chicken/salmon

SANDWICHES: (white/wholemeal/multigrain)

- \$1.20 Plain buttered sandwich
- \$1.50 Plain buttered roll
- \$2.50 Cheese sandwich
- \$2.50 Vegemite/jam/honey sandwich
- \$2.70 Egg sandwich
- \$3.00 Ham sandwich
- \$3.50 Salad sandwich (tomato/lettuce/ carrot/ cucumber/beetroot)
- \$3.50 Tuna sandwich
- \$4.00 Chicken sandwich (breast chicken)
- \$4.00 Red salmon sandwich

SANDWICH EXTRAS: (Add to sandwich total)

- \$0.30 Toasted/Jaffle
- \$0.30 Mayonnaise
- \$0.50 Cheese
- \$0.50 Salad items - per item (tomato/cucumber/lettuce/carrot/beetroot)
- \$0.70 Avocado or Egg
- \$0.70 Upgrade to roll
- \$1.20 5 item salad
- \$1.00 Upgrade to wrap

DAILY SPECIALS

Morning Break specials are available over the counter at Morning Break only.

TERM 1&4

MONDAY

- Morning Break:**
 - \$2.00 3 x Spring rolls
- Afternoon Break:**
 - \$1.80 3 x Chicken Nuggets
 - \$3.50 6 x Chicken Nuggets
 - \$5.00 Teriyaki Chicken & Rice

TUESDAY

- Morning Break:**
 - \$0.80 Watermelon Slice
- Afternoon Break:**
 - \$4.50 Fish & 2 x Hash Browns
 - \$4.50 Fish & Salad

WEDNESDAY

- Morning Break:**
 - \$1.60 Melts Ham & Cheese
- Afternoon Break:**
 - \$3.80 Sushi (chicken, tuna, beef or veg)
 - \$5.00 Roasted Chicken Drumstick & Corn

THURSDAY

- Morning Break:**
 - \$2.50 Wedges with sour cream
- Afternoon Break:**
 - \$3.50 Hot Dogs (with Tomato or BBQ sauce)
 - \$3.80 Rice Paper Rolls - Chicken

FRIDAY

- Morning Break:**
 - \$2.50 Homemade Muffins
- Afternoon Break:**
 - \$3.80 Sushi
 - \$3.50 Pizza (homemade ham & pineapple or cheese)
 - \$4.00 Cheese, chicken & BBQ sauce pizza

TERM 2&3

MONDAY

- Morning Break:**
 - \$2.50 3 x Dumplings
- Afternoon Break:**
 - \$1.80 3 x Chicken Nuggets
 - \$3.50 6 x Chicken Nuggets
 - \$5.00 Teriyaki Chicken & Rice

TUESDAY

- Morning Break:**
 - \$2.00 2 x Hash Browns
- Afternoon Break:**
 - Pasta with Bolognese OR Napolitana Sauce
 - \$3.50 - Small
 - \$4.50 - Large

WEDNESDAY

- Morning Break:**
 - \$1.60 Melts Ham & Cheese
- Afternoon Break:**
 - \$3.00 Noodle Cups (chicken, beef or veg)
 - \$3.80 Sushi (chicken, tuna or beef)

THURSDAY

- Morning Break:**
 - \$2.50 Wedges with sour cream
- Afternoon Break:**
 - \$3.50 Hot Dogs (with tomato or BBQ sauce)
 - \$5.00 Butter Chicken & Rice

FRIDAY

- Morning Break:**
 - \$2.50 Chicken Wings
- Afternoon Break:**
 - \$3.80 Sushi
 - \$3.50 Pizza (homemade ham & pineapple or cheese)
 - \$4.00 Cheese, chicken & BBQ sauce pizza



Parent volunteers are vital to the success of the canteen. If you would like to join our team of volunteers, please contact our Canteen Manager Mary Saba 8732 4654.



TRINITY

GRAMMAR SCHOOL

www.trinity.nsw.edu.au

MIDDLE and SENIOR SCHOOLS | 7 - 12

Summer Hill Campus
119 Prospect Road Summer Hill NSW 2130
p. + 61 2 9581 6000
f. + 61 2 9799 9449

JUNIOR SCHOOL | K - 6

Summer Hill Campus
119 Prospect Road Summer Hill NSW 2130
p. + 61 2 9581 6000
f. + 61 2 9799 9449

PREPARATORY SCHOOL | Pre-K - 6

Strathfield Campus
115-125 The Boulevard Strathfield NSW 2135
p. + 61 2 8732 4600
f. + 61 2 9742 5419

WOOLLAMIA | FIELD STUDIES CENTRE

335 Woollamia Road
Woollamia NSW 2540
p. + 61 2 9581 6000
f. + 61 2 9799 9449

