



MELBOURNE  
RUDOLF STEINER  
SCHOOL

2025

PARENT HANDBOOK



# Wominjeka | *To come with purpose / welcome*

Melbourne Rudolf Steiner School respectfully acknowledges the Wurundjeri peoples of the Kulin Nation, who are the Traditional Owners of the land on which our school stands and upon which we work, learn and play.

We pay our respects to elders past, present and emerging and we recognise and celebrate the cultural traditions of all Aboriginal and Torres Strait Islander peoples.

We warmly welcome you to the Melbourne Rudolf Steiner School & Kindergarten. We are an independent, co-educational, non-denominational school and we welcome all students and their families regardless of race, ethnicity or religious background.

Our school has a population of around 500 students and 100 staff. We run a comprehensive Early Childhood program, a single-stream Primary school and a double-stream Secondary school. Melbourne Rudolf Steiner School is separate and independent from other Steiner schools.

This Parent Handbook has been compiled for parents to read and keep as a reference guide and it aims to give a basic overview of the workings of our school.

If you would like more detailed information on any of the topics covered, our curriculum or the philosophy that underpins our unique style of education please feel free to contact the Office, your Class Teacher/Guardian or visit our school website at [mrss.vic.edu.au](http://mrss.vic.edu.au).

Our school years are such an important time in our lives and we are grateful that you have chosen our school to educate your children. It is a joy and a privilege to work with each young person as they journey to meet their destiny in the world.

# CONTENTS

<b>GENERAL ADMINISTRATION</b>	<b>5</b>
The Office	5
School Hours	5
Dropping Off and Collecting Your Child	6
Main Lesson	6
Assembly	7
Attendance	7
Absences	7
Taking Holidays During Term Time	9
Messages from Parents to Students	9
School Rules	10
Offences Against School Rules	10
Mobile Phones	10
Clothing	11
Sun Protection	11
Lost Property	11
School Photos	11
School ID Cards	12
The Library	12
Emergency Management Procedures	12
<b>TRANSPORT</b>	<b>13</b>
Bicycles, Scooters, Skateboards etc.	13
MRSS Bus Services	13
Traffic Safety and Parking Within School Grounds	14
<b>SCHOOL STRUCTURE AND GOVERNANCE</b>	<b>17</b>
The College of Teachers	17
The Admin Group	17
The Finance Group	17
Other Small Groups	17
Policies and Procedures	17
<b>HEALTH AND WELLBEING</b>	<b>18</b>
Child Safety	18
Illnesses and Accidents	18
First Aid	18
Infectious Diseases	18
Immunisations and Vaccinations	18
Student Welfare	19
Support Education	19
Student Lunches	20
The Dining Room	20
Student Borrowing	20

<b>AVENUES OF COMMUNICATION</b>	<b>21</b>
Class Meetings	21
Class Liaisons	21
The Information Sheet	21
School Website	21
Social Media	21
Student Media Permissions	22
School Database Systems	22
Permissions for Excursions and Camps	22
Who Can I Speak to if I have a Concern?	23
<b>ASSESSMENTS AND ACADEMIC REPORTING</b>	<b>24</b>
Primary School	24
Secondary School	24
National Standardised Tests (NAPLAN)	24
<b>FEE INFORMATION</b>	<b>25</b>
Holding Places	25
Exit Procedure	25
Fee Relief	25
Music Fees	25
Camps, Sports and Education Fund (CSEF)	26
MRSS Trust Funds	26
<b>MUSIC AT MRSS</b>	<b>27</b>
Class 3 to 6	27
Class 7 and 8	27
Year 9 and 10	27
VCE Music	28
After-School Ensemble Program	28
Music Teacher Absences	28
Changing Music Teachers	28
Music Fees	29
<b>PARENT INVOLVEMENT</b>	<b>30</b>
Open Day & Fair	30
Talks, Craft Groups and Parent-Led Initiatives	30
MRSS Alumni	30
<b>INDEPENDENTLY RUN PROGRAMS AT MRSS</b>	<b>31</b>
MRSS After-School Care	31
Melbourne Steiner Playgroup	31
<b>COURSES IN STEINER EDUCATION</b>	<b>31</b>
Melbourne Rudolf Steiner Seminar	31

# GENERAL ADMINISTRATION

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## The Office

Office staff are available for parents and students between 8.30am and 4.30pm and will direct any enquiries. All fee enquiries will be directed to our Bursar. Any of our Office staff can assist if your child needs to phone home, has forgotten their lunch money/myki card, needs a band-aid, doesn't know where their class is, has forgotten their musical instrument, etc. Please let your child know they can always go to the Office for help.

**Office Phone: 03 9876 2633 | Office Email: [office@mrss.vic.edu.au](mailto:office@mrss.vic.edu.au)**

## School Hours

### EARLY CHILDHOOD

#### RING-A-ROSIE

Drop-off: 8.30am

Pick-up: 12.00pm – half days  
3pm – full days

#### LINDEN & PEPPERCORN

Drop-off: 8.20am

Pick-up: 12.30pm – half days  
3pm – full days

### PRIMARY SCHOOL

#### MORNING DROP OFF

9.00 bell – we ask that children arrive between 8.30am and 8.45am so they can greet their friends and have a short play before the bell.

#### AFTERNOON CLASS 1–3

Pick-up: 3.00pm  
Class 1 – Wednesday is a half day finish – 12.15pm.

#### AFTERNOON CLASS 4–6

Pick-up: 3.15pm

### SECONDARY SCHOOL

#### MORNING DROP OFF

First bell is 8.45am (Class Assembly)  
Main Lesson commences at 8.55am sharp.

#### AFTERNOON CLASS 7–10

Pick-up: 3.25pm

#### AFTERNOON Year 11 and 12

Pick-up: 3.15pm or 4.00pm  
– depending on subjects taken

Teachers are present from 8.30am and there are teachers on duty until 4pm. We ask that children do not arrive before 8.30am and are collected by 4.00pm. Any Primary aged children not collected by 4pm will be delivered to After School Care for collection. Fees will be incurred.

The Office is staffed until 4.30pm if your child needs to use the phone regarding pick-up.

## Dropping Off and Collecting Your Child

### EARLY CHILDHOOD

**Morning Drop-off** – Children in Ring-a-Rosie, Kindergarten and Prep must be walked to their classroom by a parent or guardian, who must fill in the sign-in book by the door.

**Afternoon Pick-up** – Children must be collected from the classroom by a parent or guardian and signed-out in the book.

### PRIMARY SCHOOL\*

**Morning Drop-off** – Children in Lower Primary (Classes 1–3) need to be walked to their classroom by a parent or guardian.

Children in Upper Primary (Classes 4–6) can make their own way to their classrooms in the morning.

**Afternoon Pick-up** – Children in Lower Primary (Classes 1–3) need to be met by a parent or guardian in the playground outside the Office and taken home.

Children in Upper Primary (Classes 4–6) can make their own way down to the Big Oval/Northern Rotunda to be met by parents. At this time the children must understand that their 'bounds' extend only to the flat, visible area of the oval. We request that children do not play anywhere beyond the fenceline bordering the Big Oval, with or without parental supervision.

\*Any Primary aged children not collected by 4pm will be delivered to After School Care for collection. Fees will be incurred.

### SECONDARY SCHOOL

**Morning Drop-off** – Secondary-school students can make their own way to their classrooms in the morning.

**Afternoon Pick-up** – Secondary-school students can meet parents in the Northern Carpark or make their own way home via public transport, etc.

Please ensure that students DO NOT WALK through the Therapy Centre's carpark, property or gardens on the way to and from school.

## Main Lesson

Throughout our school, from Class 1 to Year 12, each day begins with an extended Main Lesson of one and a half hours' duration. For approximately three weeks, a particular subject is studied in great depth. The objective of Main Lesson is to 'wake up' the students as new ideas and dimensions are presented in a variety of ways – artistically, descriptively and academically. Such intense immersion in a topic gives every opportunity for students to become fully engaged with the subject matter at hand.

Importantly, Main Lesson offers time for a deep digestion of concepts and ideas. We work hard to minimise disturbances and interruptions to classrooms during this time. Messages for students and teachers will be passed on at morning tea after Main Lesson has ended.

## Assembly

### Monday Morning Primary-School Assembly

On Monday mornings, Classes 2–6 attend the Primary-school assembly (Class 1 joins later in the year) accompanied by their Class Teacher. The assembly begins at 9am sharp.

### Secondary-School Class Assembly

Secondary-school students begin and finish the day with a class assembly with their Class Guardian(s). A morning and afternoon verse is spoken, attendance is taken, and notices and other relevant messages are shared. In the afternoon, students are required to complete specific jobs in order to leave the room clean and tidy for the next day.

### Secondary-School Singing Assembly

On Tuesday and Friday mornings students from Class 8 upwards join together for communal singing, led by Teachers and Guardians, after Main Lesson.

## Attendance

MRSS places a high priority on student attendance and regular attendance is essential to support every child's learning and wellbeing.

The following categories can help to identify patterns of absence:

- Regular attendees: miss less than 5% absence.
- Risk of chronic absence: miss between 5-10% absence.
- Chronically absent: miss 10%+ absence; average 1 day per fortnight.

A copy of our *Attendance Policy* can be found on the MRSS website.

## Absences

MRSS has a duty of care to ensure that all unexplained or unexcused absences are communicated promptly and followed up with students and parents.

**For both Primary and Secondary-school students we have a system that sends a text message to both the parents of student/s who are not at school and for whom we have not received a notification of the reason from parents. We start sending these texts at approximately 9.15am. If you receive a text from us we would appreciate your prompt response.**

### EARLY CHILDHOOD

Please ring the Office in the morning before 8.30am if your child will be absent from Ring-a-Rosie, Linden or Peppercorn. You will be transferred to the Early Childhood department's answering machine to record a message for your child's teacher.

### PRIMARY SCHOOL

Please send a note to your child's Class Teacher after an absence for any reason. We ask you to phone the Office in the morning before 8.30am if your child will be away from school and please advise if they were scheduled to have a music lesson.



Leaving school during the day (dentist appointment, etc.) requires that the student bring a note of explanation for the Class Teacher before the planned departure.

For extended absences please notify the Class Teacher and the Office.

## **SECONDARY SCHOOL**

Absences are to be called in to the Office before 8.30am where possible. Please leave a clear message on the answering machine stating your child's name, class, and reason for absence. Please also advise if they have a music lesson or ensemble that day, including their music teacher's name.

For extended absences please notify the Class Teacher/Guardians and the Office.

Anticipated late arrivals should also be phoned through to the office before 8.30am, including the child's name, class, expected arrival time and reason for lateness.

All Secondary-school students who arrive late (after 8.45am) must sign in at one of the following locations:

- Classes 7–10: the Office
- Years 11 and 12: the Library

For a predictable absence during the school day appointments, etc. a note beforehand from the parent is necessary. **A student may leave school only with the Guardian's/Class Teacher's permission.**

**All Secondary-school students must come via the Office and sign out before leaving the school premises (Year 11 and 12 students sign out in the Library).**

## **YEAR 11 AND 12**

The school timetable for VCE students includes Period 7 (3.15–4.00pm), so VCE students have a longer day at school. All students are expected to attend Morning Assembly at 8.45am before they go their separate ways. Because of the lengthened school day VCE students are permitted to sign out when their last lesson for the day has finished (if they finish before 3.15pm). Occasionally a class at the end of the day (Period 7) may be cancelled. Years 11 and 12 sign out in the Library.

Signing out when there are no further classes is a privilege and may be withdrawn if this privilege is abused. When students' timetables are finalised, students are expected to convey times and days to parents so that all are aware of the varying finish times.

If a class is cancelled, students are also expected to communicate with parents upon leaving the school grounds. This is seen not just as a responsibility, but also a common courtesy and valuable training for life beyond school.

Another important aspect of VCE is study skills and making proper use of time. When students do not have Main Lesson, they will still be expected to attend school to maintain a healthy rhythm and work ethic. Those students without a scheduled Main Lesson will be expected to work on homework or study in the Library.

If a student is going to be absent a notification from a parent before school starts is much appreciated. Any significant absences will require a medical certificate (particularly for Year 12 students).



## Taking Holidays During Term Time

When a student is ill they are absent from school, but as they are convalescing at home they are in a quiet place and still able to 'dream' into what may be happening with their peers in class. When they return it is as if a place has been held for them, buoyed by their wondering and longing.

MRSS Strongly discourages term-time holidays. A student returning from a holiday is in a very different space. Unlike when they are ill, students returning from a stimulating holiday often find it very difficult to reintegrate into the social life of the class and to enter into the work. To adjust back into a healthy rhythm with the class can take many days, weeks, or even months. Students who fall behind in work activities such as craft can easily lose heart and find it difficult to summon the will to fully engage with their own creativity. Students in such a state not only weaken their own will forces, but can also act in such a way that distracts other class members from their work.

We understand that from time to time situations arise in families that necessitate students being absent. We request that you seriously consider whether any absence from school is absolutely necessary.

## Messages from Parents to Students

When parents phone the Office with a message for their child changing pick-up or after-school arrangements, it presents logistical problems. It is at best extremely inconvenient, and sometimes quite impossible, for Office staff to leave their duties to search for your child. When the message is passed on or left for the relevant Class Teacher or Guardian, it can be overlooked or forgotten, especially if the Teacher or Guardian does not cross paths with your child again that day.

Students should know at the beginning of their school day what has been arranged at the other end, especially if there is to be an unusual pick-up time or altered after-school arrangements. This is particularly the case for younger children, who feel more secure when they know of any irregularities in the day's rhythm before leaving home.

For older students, if you know in advance that you may need to alter or confirm arrangements, please follow either of the following procedures:

Tell your child they must ring you from the Office during their recess or lunchtime to confirm arrangements

OR

Phone through a message to the Office after having told your child before school to call into the Office at lunchtime to collect it.

Please do not seek to communicate via mobile/text with your child during the school day, as this puts them in breach of school rules.

Of course, in the case of emergencies and unforeseen contingencies, by all means phone the Office on 9876 2633. Your cooperation in this matter will greatly assist in the smooth running of the school.

## School Rules

Our students are entitled to spend their time at this school feeling valued and supported by all who study, work or otherwise attend here. In order for their individuality to flourish, their lives need to be free from all forms of abuse, oppression and humiliation.

MRSS does not tolerate any form of racism towards any child, their family or staff member. All forms of violent behaviour, including habitual bullying, harassment and cyberbullying, will not be tolerated and respect should be shown at all times towards the teaching and learning environment. There is no prescribed school uniform, however dress should be decent and non-provocative. Smoking, vaping, nanging, alcohol and other drugs are not permitted at school or in the immediate neighbourhood and no student should participate in any form of illegal activity. The use of electronic devices, including mobile phones, MP3 players, earbuds/headphones, etc is not permitted at school.

A more detailed **Secondary-School Rules** document and accompanying policies, including our **Student Code of Conduct Policy**, are available on our website and are circulated periodically throughout the year via email and/or the Information Sheet.

The school is subject to National and State Laws and supports the principles and practice of Australian democracy, including a commitment to elected government, the rule of law, equal rights for all before the law, freedom of religion, freedom of speech and association, and the values of openness and tolerance.

## Offences Against School Rules

There are prescribed penalties for some offences (e.g., smoking/vaping/nanging) which Class Guardians explain to their students. Most other offences are dealt with according to the individual situation by Teachers and Class Guardians or a combined group. Parents are informed of the offence and/or penalty.

## Mobile Phones

### PRIMARY SCHOOL

We do not believe it is appropriate for Primary-school students to engage with digital technology, including mobile phones. We ask that parents respect our policy that students in Primary-school do not carry a mobile phone to school, own one, or bring one into their peer group.

There may be very rare instances when a Primary-school student may need a phone, such as when a student has a serious medical condition. If this is the case, phone use may be permitted after full consultation between parents and the Class Teacher.

### CLASSES 7–10

MRSS recognises that many students feel a need to carry a mobile phone and accepts that there are genuine reasons for their use (e.g., contacting parents after music, sports practice, or while travelling to and from school). Therefore, the College of Teachers has developed a set of expectations relating to the possession and use of mobile phones.

Phones are not to be used at any time by students on school property unless under staff supervision. This includes before and after official class times of 8.45am–3.25pm.

Students in Classes 7–10 will have their mobile phone collected at the beginning of the day and stored in their classroom, in wooden locked boxes. Phones will be handed back during afternoon verse time.

When communication with parents becomes necessary during the day, students may have access to a telephone in the Office with teacher permission. However, a Class Guardian may give permission for a student to use their mobile phone when there are exceptional circumstances.

Parents are strongly encouraged to avoid giving their child a phone for as long as possible. Where practical a phone without Internet access, eg. “a dumb phone” is advised.

## **VCE STUDENTS**

Students in Years 11 and 12 are required to keep their phones and earbuds/headphones, in their lockers at all times. Students are not permitted to carry their phones or earbuds/headphones, with them during school times. On rare occasions a teacher may authorise students to use their phone, for example to document experiments in a science class or photograph a record of folio work in art. At these times the subject teacher will be responsible for the phones being returned to the lockers.

## **PARENTS**

Parents are asked to refrain from using their mobile phones in the school grounds, especially around the Kindergarten, Primary Playground and Dining Room. Please step into the Office or use the carparking areas to make or return calls if they are urgent.

A copy of our *Mobile Phone Policy* can be found on our website.

## **Clothing**

In Kindergarten and Primary school we request that the students wear plain clothes of pure colour (use the colours of the rainbow as a guide to what is most appropriate) with no logos or advertising.

The world of fashion and advertising does not belong in childhood and it is far more desirable to greet a student’s smiling face than be struck by a slogan or logo. While children are young, play and movement are essential and we do not wish this to be limited in any way. Nail polish is not permitted in the Kindergarten or Primary classes.

In the Secondary school we request moderation in clothing and hairstyle to bring a due respect to the daily workplace, and we hope torn clothing and inappropriate slogans will not appear. Dress should be decent and non-provocative (e.g., not too revealing, with no offensive or illegal messages). For safety and hygiene reasons, proper footwear must be worn to school and in class.

## **Sun Protection**

In the warmer months during the school day, students need to have adequate protection from the sun. Sun hats are an essential piece of clothing and must be worn at all times when students are outside. Please ensure that the hat your child wears serves the purpose of casting shade rather than being fashionable. Caps are not permitted for Primary-school students. Because of the intensity of the sun in the middle of the day, teachers feel it is wiser for children to remain inside if they have not brought their own hat.

Please be mindful that shoulders also need protection. Singlet tops or t-shirts with very narrow straps leave students at risk of sunburn. If your child wishes to wear a singlet on a very hot day, please ensure

they also have a light cotton shirt to cover them when they are outside.

Sun cream is provided in the classroom for those who wish to use it, or you may send your child along with their own supply.

## Lost Property

Parents/students can check the lost property rack located in the breezeway below Classes 1–3 – ask the Office staff for its exact location. At the end of each term items not collected are sorted and donated to a local op shop. Please name your child’s clothing, camp equipment, lunchbox, backpack, etc. and there will be a much greater chance that the item will be returned.

## School Photos

MRSS engages a professional photographer to come to the school each year and take class, individual and family photos. Forms are sent home with students and we suggest you make payments online via the photographer’s website. The dates for photos are communicated through the Information Sheet.

Please note that Kindergarten and Prep students have a group photo only.

## School ID Cards

A PTV/Student Identification card is issued to Secondary students at the beginning of Class 7 and again at the beginning of Year 10. Cards are valid for 3 years. The photograph used for the Student ID card is the school photo taken early in the year. Cards will be issued to students as soon as possible after photo day. Students joining the school at other times during the year will be issued cards as required.

## The Library

Our Library is a wonderful resource for our students and teachers. During the day the facilities are in high demand and need to be available solely for the use of teachers and students.

Students begin independent visits to the Library sometime in Class 3 after the class makes its first special Library visit. Class Teachers prefer younger students to not attend the Library until then, but still enjoy the lovely selection of picture books that parents may borrow.

Secondary-school students may use the photocopier in the Library. Please see one of the librarians before use.

Borrowing facilities are also available to parents of the school when a child enters Kindergarten.

**Library times for parents are Monday to Friday, 3.15–4.00pm, during the school term.**

## Emergency Management Procedures

### PRACTICE DRILLS

The school conducts fire and emergency practice drills with students and staff throughout the year.

### BUSHFIRE EMERGENCY INFORMATION

Many of our families and staff live in areas prone to the risk of bushfires. MRSS will close on Extreme(70+) and Catastrophic fire danger days. Please refer to the school’s *Bushfire Policy* and *Emergency Management Plan*.



# TRANSPORT

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## **Bicycles, Scooters, Skateboards etc.**

Bikes and other student transport vehicles are to be taken directly to the bike racks located near the Central Rotunda outside Linden Kindergarten, or to the storage area located across the Little Oval under the Hall/Annex deck upon arrival at school, and should be ridden directly out of the school grounds when they are retrieved after school. Riding is allowed only on the road beside the Big Oval at designated times.

Skateboards may not be used on the school premises; they will be confiscated if used by either the owner or other students. Any skateboard brought to school must be kept in an appropriate storage place to be decided by the Class Guardian/s.

Appropriate helmets must be worn by people coming to school on bicycles.

## **MRSS Bus Services**

MRSS offers two school bus operations for our students that travel on a fixed route during school terms.

### **BELGRAVE BUS**

The Belgrave bus route is a chartered service through a local family-owned and accredited bus company called McKenzie's Tourist Bus Services.

### **MORNINGTON BUS**

The Mornington bus is operated privately by the school. We use our own school bus and have three nominated teachers who take turns driving the daily routes. We adhere to all relevant acts including the Bus Safety Act 2009 (Vic), Bus Safety Regulations 2010 (Vic) and Victorian Transport Regulations.

### **ELIGIBILITY/ACCESSIBILITY**

MRSS bus services are only for MRSS students and teachers and have been put in place as an extension of support for our students and families in the school community. All MRSS students from Class 4 onwards can access these services. If students younger than Class 4 would like to use the bus, parents have to contact their Class Teacher with a special request, which would then be considered. For example, special consideration may be granted if a child has an older sibling who also travels on the bus. Primary-school children travelling on either bus service will be seated together towards the front of the bus, generally immediately behind the bus driver.

### **APPLICATION PROCESS**

A parent or guardian needs to contact the Enrolments Coordinator ([enrolments@mrss.vic.edu.au](mailto:enrolments@mrss.vic.edu.au)) and fill out an application form for the bus they are hoping to secure a seat on (TR-1 form for Belgrave bus and TR-2 form for Mornington bus).

### **COST AND PAYMENT OPTIONS**

Bus service prices are reviewed annually. For more details on the specific bus routes, including drop-off and pick-up points and cost details, please see the bus policy found on our website.

## Traffic Safety and Parking Within School Grounds

### NORTHERN CARPARK

**This is the main designated parking area for all parents.**

There are parking bays available for use in the Northern Carpark. School is accessed via the walking path from the bottom of the carpark or via the footpath along the front of the school.

### CENTRAL DRIVEWAY (Including Drop-off Zone)

- There is limited parking for prams and disability in front of Oak Hall. When using these spots, families are encouraged to reverse out of parking bays and drive up and around the roundabout in order to exit the school. **There is a boomgate installed after the roundabout. The area after the boomgate is for staff parking, deliveries and emergency vehicles/contractors ONLY.**
- Drop-off and pick-up zones along the Central Driveway are NO PARKING ZONES. These are signposted. Please do not park your vehicle in these zones 8.00am–4.00pm as they are designated drop-off/pick-up ONLY and are not to be used for parking. For safety and traffic flow please drive as far forward as possible before stopping and allowing children to exit the car.
- NO RIGHT-HAND TURN out of the Central Driveway onto Wonga Rd during peak times (8.00–9.30am and 2.30–4.00pm). This is per Road Rule 91. MRSS has a “No Right-Hand Turn” sign in place, with the prohibited times displayed. Please be advised that as Road Rule 91 is an enforceable road rule, Victoria Police and Maroondah Council officers will be monitoring the area for vehicles performing illegal right-hand turns. Penalties will apply for non-compliance.
- Please DO NOT STOP on the roundabout. It is designed to turn around to access the Drop-off Zone. Stopping is very dangerous and blocks the flow of traffic.

### SOUTHERN DRIVEWAY

- This area is for staff parking, deliveries and emergency vehicles/contractors ONLY.
- Access to this area is blocked by a boomgate.
- There is a disabled carpark available upon request. Please phone the Office for details.

### DISABLED CAR PARKING

Designated disabled parking bays are located outside Oak Hall on the Central Driveway. Drivers must display the appropriate disabled sticker on their car window.

### PRAM PARKING BAYS

Designated pram parking bays are located outside Oak Hall on the Central Driveway.

### SPECIAL PARKING PERMITS

If a situation arises that requires a special parking permit, please contact the Office to obtain the permit to display on your car window. Parents with newborn infants (up to 3 months) can apply.

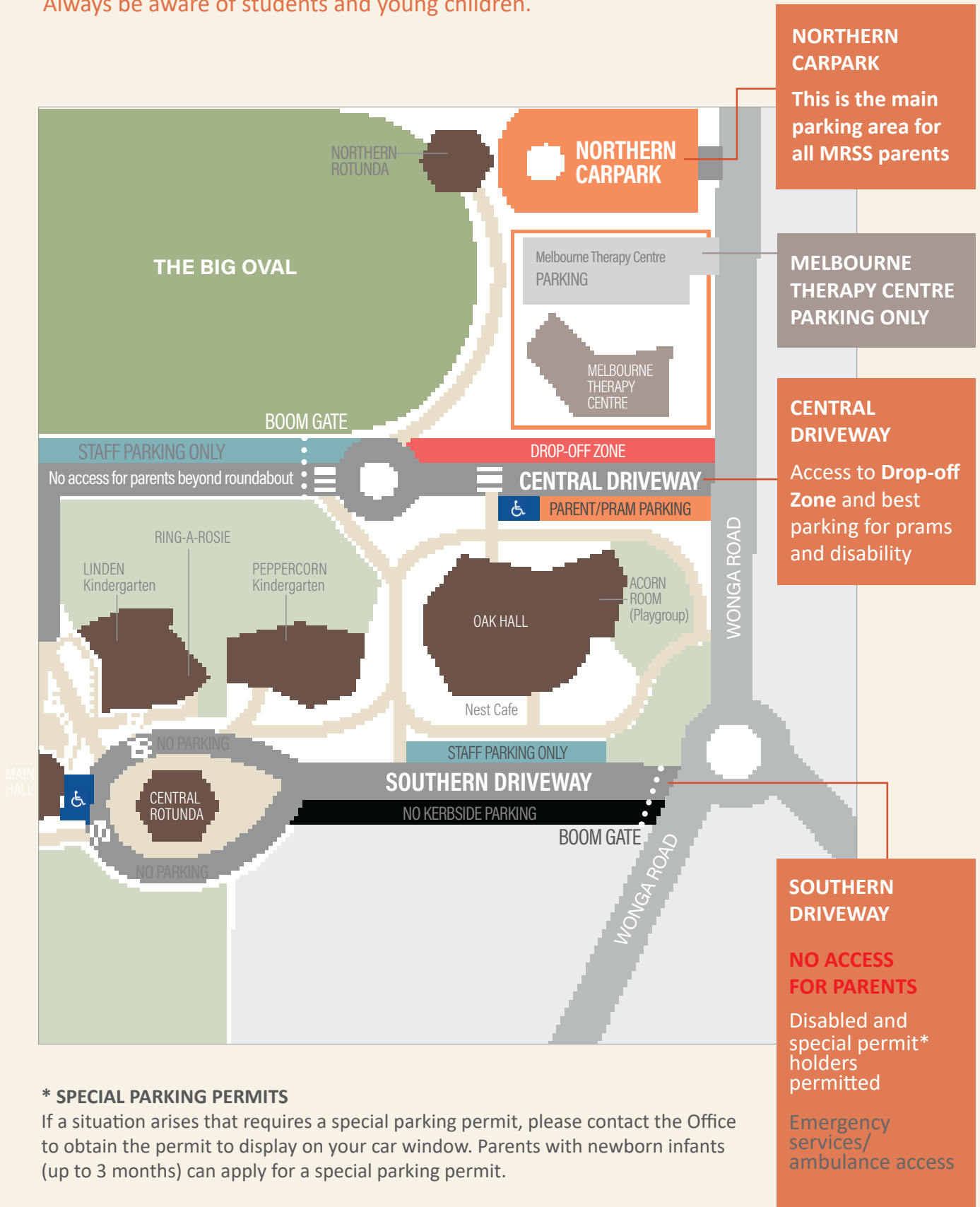
### LEARNER DRIVERS

Parents must ensure that young people learning to drive (L-plates) **DO NOT DRIVE ANYWHERE INSIDE THE SCHOOL GROUNDS.**

# TRAFFIC AND PARKING

The **SPEED LIMIT** is 10KM PER HOUR within the school grounds AT ALL TIMES.

Always be aware of students and young children.



## \* SPECIAL PARKING PERMITS

If a situation arises that requires a special parking permit, please contact the Office to obtain the permit to display on your car window. Parents with newborn infants (up to 3 months) can apply for a special parking permit.



## **P-PLATE DRIVERS**

Students who drive to school are allowed to park in the Northern Carpark ONLY.

## **MELBOURNE THERAPY CENTRE**

We request that parents DO NOT PARK in the Therapy Centre's carpark and that students DO NOT WALK through the Therapy Centre's carpark, property or gardens on the way to and from school.

## **PARKING FOR CAMPS**

When a class is leaving for camp the boomgate in the Central Driveway will be temporarily left open to allow closer access to the bus parking area for drop-off and collection of students.





# SCHOOL STRUCTURE AND GOVERNANCE

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## The College of Teachers

Our school is managed and guided by the College of Teachers. The College acts in lieu of a Principal and where possible all important decisions are made by College on a consensus basis.

The College is tasked with running the school and comprises members of the school staff who are committed to working collegially on behalf of the school. Staff attend a weekly College meeting and are involved in discussions and decisions to ensure the school's social, cultural, spiritual and economic wellbeing. This means that all staff carry the responsibility of decisions that direct the path of the school and are actively engaged in developing its ethos. The College of Teachers meets weekly on Tuesdays after school.

Where the College is not able to deliberate on a matter for reasons such as confidentiality, the task will fall to the Admin Group. The Admin Group will then decide on a course of action that best reflects the wishes, intentions and principles upheld by the College in regards to the wellbeing of the school.

## The Admin Group

The Admin Group is made up of eight longstanding staff members representing different areas of the school. They address smaller week-to-week issues, as well as researching and discussing more significant issues to help inform College decisions. At times the Admin Group may need to deal with issues that require confidentiality, and in these instances will make decisions on behalf of the College.

## The Finance Group

The Finance Group consults on the financial running of the school and advises the College on any significant expenditure.

## Other Small Groups

MRSS has several other Small Groups that consult on different areas, including the Maintenance Group, the HR Group and the Child Safety Group. The College regularly appoints short-term Small Groups to discuss aspects of a particular area, who then report back to the College their findings and recommendations. A detailed list of MRSS Small Groups and members can be found on our website.

## Policies and Procedures

School policies and procedures are regularly updated and are available to read on our website. When relevant they also may be emailed home to families or communicated through the Information Sheet. Please visit the Policy and Publications page on our website or contact the Office for more information.

# HEALTH AND WELLBEING

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## Child Safety

Melbourne Rudolf Steiner School is committed to the safety, wellbeing and inclusion of all children and young people, including those with a disability, Indigenous Australians, children from culturally and linguistically diverse backgrounds, gender diverse and international students, and children unable to live at home. This will be a primary focus of our care and decision-making.

Melbourne Rudolf Steiner School has zero tolerance for child abuse and are committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations to maintain a child safe culture. A complete copy of our *Child Safety Policy* can be found on our website.

## Illnesses and Accidents

If your child becomes unwell at school or there is an emergency we need to be able to contact you ASAP. It is parents' responsibility to ensure the school always has your most up-to-date contact information. Please also ensure that your additional emergency contacts are up to date should we be unable to reach a parent or guardian.

## First Aid

The First Aid room (Sick Bay) is located in the Office. All Office staff are trained in administering basic first aid, CPR and anaphylaxis. The Sick Bay is well stocked with wound care products and treatments, and there are also wheat packs, ice packs and sanitary products for use as required.

If a student requires paracetamol, ibuprofen, naproxen sodium (for period pain) or antihistamine this may be administered with consent of the parent/guardian. This permission is collected and stored via Operoo and Engage along with any other health information for each child. If your child requires regular medication, parents are required to provide it in a container clearly labelled with the student's name, accompanied by the relevant action plan and instructions, which must also be kept up to date via Operoo and Engage.

All treatment administered is recorded by staff. Homeopathic remedies may also be used to supplement first aid. Ambulance cover is recommended for families not covered by private health insurance or Health Care Card.

## Infectious Diseases

Please inform your child's Class Teacher/Guardian and the Office should your child contract an infectious disease. They will give you details of exclusion periods.

## Immunisations and Vaccinations

It is a government requirement that the school hold immunisation records for all Primary students. As such, all families must provide at the time of commencement (acceptance of enrolment) an Immunisation History Statement regarding their child's immunisation status.

This document can be obtained from the Australian Immunisation Register on 1800 653 809.

This does not mean that your child necessarily has to be immunised, but that the school must hold

a record of your child's immunisation status.

Maroondah City Council offers vaccinations for students in Year 7 against HPV, as well as a booster for Diphtheria, Tetanus and Whooping Cough and for students in Year 10 against Meningococcal infections. Details are sent to all parents at the beginning of the year and parents provide consent for their child(ren) to be vaccinated. The council conducts the vaccinations at the school, usually late in Term 1.

## Student Welfare

Student welfare is primarily maintained by the Kindergarten Teacher (ELC), The Class Teacher (in Classes 1–6) and Class Guardians (in the Secondary school). Teachers strive to establish teacher–parent relationships based on openness and trust. In the early years, parents and Class Teachers have regular opportunities to share concerns and discuss issues. Parents are welcome to contact Kindergarten Teachers, Class Teachers, Class Guardians or Subject Teachers to arrange interviews if there are concerns. Teachers may also contact parents where it is felt to be necessary.

Families and staff can access support from the school's Student Welfare Officer via Class Teachers and Guardians. If it is felt a student may require counselling or further assessment from a child psychologist or other therapists, the Student Welfare Officer can give advice on the best course of action.

## Support Education

The school is aware that some students need support across a range of areas of development – physical, social, artistic and intellectual (covering language and numeracy).

Students can be referred for extra support by Class Teachers/Guardians or Subject Teachers, or parents may request assistance for their child through consultation with the teachers.

The programs are implemented in a variety of ways: individual lessons – one to one with a specialist teacher; small groups with usually two to six children removed from class to work with one teacher; in the classroom – a special education teacher goes into some class lessons to support one or more children with special needs in the subject. We have had several students for whom government integration funding has been granted. Work with these students may include classroom support, an individual program and assistance from an aide.

If appropriate, children may be referred to private therapists for other specialist assistance. These include Extra Lesson, Motor Development Therapy, Psychologist, Speech Therapist or Doctors.

The Melbourne Rudolf Steiner School and Early Childhood Program works within the parameters of *the Disability Discrimination Act (1992)* and the *Disability Standards for Education (2005)* in working with enrolment applications from, and teaching children with, special needs in our school.

Along with all schools Australia wide, our school is required to collect and report data on students with a disability, as part of the Nationally Consistent Collection of Data on School Students with Disability (NCCD). The NCCD requires our teachers to make professional judgements to ascertain whether a student has a disability as defined by the *Disability Discrimination Act*. We also must evaluate the level of adjustment that needs to be made for each student, and collect relevant data and report on how many students we have with disabilities. We endeavour to provide adequate and appropriate support and provisions for each student with a disability.

## Student Lunches

Morning tea and lunch need to be brought to school every day for Classes 1 and 2. We ask that parents provide balanced, healthy food with minimal packaging. From late in Class 3 the Class Teacher will allow gradual introduction to the Dining Room.

## The Dining Room

Our school canteen is known as the Dining Room. The Dining Room serves delicious organic and biodynamic food during morning tea and lunchtime for staff and students, prepared daily by our professional chef Connie Pititto and her wonderful staff and student helpers. The weekly menu is updated each term and published on the website and in the Information Sheet.

Primary-school students normally begin to access the dining room in Class 3 (1 day per week) after the completion of their Main Lesson on money. In Classes 4–6 student access to the Dining Room is determined by the Class Teacher, who will communicate directly to families about this.

Secondary-school students can access the Dining Room for morning tea and lunch.

## Student Borrowing

If your child has left their lunch or lunch money at home they may borrow money from the Office to purchase lunch from the Dining Room (from Class 4 to Year 12). We ask that this money is paid back by the student the following day, if possible, so students learn that if they borrow money it is their responsibility to pay it back. At the end of term, if money has not been paid back then it will be added to school fees.





# AVENUES OF COMMUNICATION

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## Class Meetings

Class meetings are conducted for all classes from Kindergarten to Year 12. Held in the evening, class meetings provide an important opportunity for parents to gather together with the Class Teacher or Guardians for an informative discussion about happenings in the classroom and beyond.

The teacher provides an overview of what the students have been learning, as well as information on broader aspects of the curriculum. This will often involve presenting samples of the work the students are doing. The teacher may also give insight into the consciousness of students at a particular age, as well as cultural, developmental, emotional and physical shifts they are observing in the students or class more generally.

Class meetings are a wonderful opportunity for information sharing between Class Teachers/Guardians and parents, as well as helping to strengthen the social fabric of the class community and help to develop strong connections. It is vital that each student is represented by at least one parent at each meeting.

## Class Liaisons

Each class in the school has parent helpers known as Class Liaisons. The main task of the Class Liaison is to facilitate communication between teachers and parents, organise class dinners and other get-togethers, organise support for families in the class in times of need, and attend to other matters that may come up from time to time. Often in the early years the Class Teacher may approach parents to fill this role, or sometimes people simply volunteer or are nominated through the parent body.

## The Information Sheet

The school's weekly newsletter, known as the Information Sheet, is sent out on Thursday afternoon each week via email. It is one of the main sources of regular school communication and contains a lot of useful information about classroom activities and upcoming events.

Parents are welcome to advertise the sale of musical instruments via the instruments for sale page on our website. For other sale items, upcoming workshops etc. we encourage you to pin up your advertisements on the physical noticeboard located in the Central Rotunda.

## School Website

Our school website is [mrss.vic.edu.au](http://mrss.vic.edu.au). You will find information about the curriculum, fees, term dates, camp dates, and policies.

## Social Media

The school has a Facebook and Instagram page which you are invited to follow. Although the Information Sheet is our primary source of communication, upcoming events and job vacancies are also sometimes advertised on social media too:

[facebook.com/melbournrudolfsteinerschool/](https://facebook.com/melbournrudolfsteinerschool/) | [instagram.com/melbournrudolfsteinerschool/](https://instagram.com/melbournrudolfsteinerschool/)

## Student Media Permissions

At MRSS we seek permission from parents around sharing images of their children and their children's work. This information determines whether images of the students can be shared in the Information Sheet, on the MRSS website, and on the school's social media accounts.

We take the autonomy and privacy of our students very seriously, and any imagery of students will only be used with the utmost respect for the child and only in the context of highlighting the beautiful and creative aspects of our curriculum.

While every effort is made to identify and carefully check the media permissions of each child before publishing an image, occasionally a child's permissions may be overlooked. If an image of your child or their work appears in a place or way that you feel uncomfortable with, please do not hesitate to contact the office ([office@mrss.vic.edu.au](mailto:office@mrss.vic.edu.au)) and we will take immediate actions to rectify the situation.

## School Database Systems

### ENGAGE

The main database/school management system used at MRSS is called Engage. This is a digital platform used for communication with parents, attendance marking, academic reporting, personal information storage, enrolments, administration and fee payments for staff, teachers and parents. Parents can log in to the Engage portal to access their school fee invoices.

At the beginning of each year **Family and Student Data Collection forms** will be sent via the Engage portal for your completion. Prompt completion of these forms is vital to ensure that the school has correct information about parents and emergency contacts of each student. Collection of this data is also a government requirement and any omissions could adversely affect our school's funding, which in turn effects your school fees.

### OPEROO

At MRSS we use a platform called Operoo to collect, manage and communicate vital information about our students, including essential medical details, emergency contact information, excursion and camp management, and parental consent. Staff/teachers have access to this information via a secure mobile app and occasionally send important notices to parents via the platform.

## Permissions for Excursions and Camps

In order for your child to attend excursions and camps we require the completion of medical release forms specific to the activity, as well as a parental consent form. Forms will be emailed via Operoo and must be completed and signed by parents BEFORE a student will be allowed to go on the excursion or camp.

# Who Can I Speak to If I Have a Concern?

At MRSS, we understand that every member of the school community values positive relationships with one another.

Maintaining strong, positive relationships within our school community requires open, honest communication. This is particularly true when concerns arise.

We acknowledge that a prompt response to concerns reduces the risk of communications breaking down and relationships being adversely affected.

Having clear, easily understood avenues of communication is vital. We would like everyone in our school community to be aware of the following:

*“The healthy social life is found when, in the mirror of each human soul, the whole community finds its reflection, and when, in the community the virtue of each one is living.”*

Rudolf Steiner

## EDUCATION

For all concerns or complaints regarding your child’s education and their experience at the school please contact their Class Teacher or Guardian (first.name.last.name@mrss.vic.edu.au) directly, as open, respectful discussion is the best beginning.

If you cannot find a mutually acceptable resolution, then you can contact the Admin Group via the Office at **office@mrss.vic.edu.au** or at **admin@mrss.vic.edu.au**

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## ADMIN

If you have a concern or complaint of an administrative nature regarding the school, then you can contact the Admin Group via the Office or at **admin@mrss.vic.edu.au**

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## FINANCE

If you have a concern or complaint of a financial nature, then you can contact the Finance Group at **finance@mrss.vic.edu.au** and the issue will be resolved by the group or referred to the Bursar, who will contact you.

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## OTHER

As a final avenue to have your concern or complaint addressed, you can write directly to the College of Teachers via the Chair of the College at **college@mrss.vic.edu.au**

If you are unsure where to direct your concerns you are always welcome to email the Office at **office@mrss.vic.edu.au** and we will forward your correspondence confidentially to the most appropriate person.

MRSS aims to be open to your concerns and to respond promptly, respectfully and appropriately, and to communicate with you throughout and beyond the process.

# ASSESSMENTS AND ACADEMIC REPORTING

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## Primary School

### CLASS MEETINGS & FACE-TO-FACE PARENT-TEACHER INTERVIEWS

In the Primary school our preferred mode of reporting is a combination of Class Meetings and face-to-face Parent-Teacher Interviews. During these times Class Teachers deliver a comprehensive overview of each child's progress. Parent-Teacher Interviews are usually conducted during Term 2 and 3 and parents will be advised on available time slots and booking methods by their child's Class Teacher. Parents can also contact their child's Class Teacher to request additional interviews or to discuss particular issues if they arise.

### TWICE YEARLY WRITTEN REPORTS

In the Primary school written reports, emailed home at the end of Term 2 and 4, are designed to give an overview of the relevant section of our curriculum and a clear, objective and accurate indication of your child's progress in each of the subject areas. They also provide an assessment, via a 5-point scale, of your child's achievement relative to their peer group.

## Secondary School

### INTERIM REPORTS

An interim report is sent home to parents at the end of Term 1. This report contains a brief summary of the progress of the student in each subject.

### SEMESTER REPORTS

At the end of each semester, comprehensive written reports are provided and follow-up interviews are organised if required. The reports are descriptive in nature and provide a picture of the student in the particular subject, as well as feedback on assessments.

### SECONDARY-SCHOOL PARENT-TEACHER MEETINGS

Parent-teacher meetings are conducted on the second Thursday of Term 2 in the afternoon and evening, and teachers will notify you of the dates and times that apply to your child's class. Reminders also appear in the school Information Sheet.

## National Standardised Tests (NAPLAN)

NAPLAN is a government standardised assessment program. The school is obliged, under its funding agreement, to provide these standardised tests to any student in Classes 3, 5, 7 and 9 who has not been withdrawn by their parents (unless they are absent or, in rare circumstances, meet the criteria for exemption). It is an opt-out situation and therefore the parents' responsibility to request and sign a withdrawal form if you do not wish for your child to participate. Withdrawal forms are available from the Office.



# FEE INFORMATION

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With the enrolment and acceptance of a student in the school, parents are committing to meet fees charged to enable the education of their children. Parents' commitment is essential when the school formulates its annual budget and fee levels.

Fees are determined in Term 4 for the next school year. Fees and charges are subject to amendment by the Company Directors and are payable in advance. Fee statements are sent at the beginning of each term and payment is due within 14 days of the beginning of each term. Only in exceptional circumstances will a pupil be allowed to continue at school if the previous term's fees remain unpaid.

As not everybody is financially able to pay fees in advance, progressive payments are also accepted, through setting up a credit authority through the school. The school is flexible with the instalment frequency, which can be weekly, fortnightly or monthly, etc. If fees are unable to be paid on time in full then please contact Accounts/Bursar. Discounts are available to parents who wish to pay the full year's fees in advance.

Fees can be paid by cash, cheque (until these are phased out), bank transfer into the school's bank account, EFTPOS/credit card (Visa, MasterCard and American Express). When making deposits into the school's bank account, please include your six-character family code, which you will find on your invoices and statements.

Please visit our website for a complete copy of our *Fee Policy* and the current *Schedule of Fees*.

## Holding Places

If parents wish to hold a place for their child who is absent for an extended length of time (e.g., travelling with parents), full tuition fees will be payable. If full tuition fees are not paid the student will be removed from the class list and placed on the waiting list. Long-term absences will need to be considered carefully in consultation with the Class Teacher/Guardians and the Bursar.

## Exit Procedure

A full term's written notice must be given before removing a pupil from school. Should this period of notice not be received, a term's fees will be payable in lieu.

## Fee Relief

The school sets aside a limited amount of funds to assist long-term parents who may be experiencing financial difficulties. Parents should contact the Office for more information and to arrange for a confidential meeting.

## Music Fees

Individual music lessons and timetabled ensembles are included in school fees for Classes 3–8. Additional individual music lessons and non-timetabled ensembles are an extra charge. From Year 9 to 12, ALL individual music lessons and non-timetabled ensembles are not included in school fees and incur an extra charge. – Please see Pages 26-28 for more information on Music at MRSS, including Music Fees and our current *Schedule of Fees*.

## Camps, Sports and Education Fund (CSEF)

The government offers an annual subsidy to all Health Care or Pensioner Concession Card holders with school-aged children (from Prep to Year 12) called the Camps, Sports and Education Fund (CSEF). Primary-school students (Prep – Class 6) will receive \$125 off their school fees, and Secondary-school students will receive \$225 off their school fees. If you are a Health Care or Pensioner Concession Card holder, the relevant form is available during Terms 1 and 3 via a link in the Information Sheet or from the Office.

## MRSS Trust Funds

Fundraising for the school can take on many different forms. Community-enriching and fundraising events such as the Open Day & Fair contribute to the welfare of the school in a variety of ways, such as the Primary-school playground redevelopment, Library refurbishment, outside seating, etc.

During your child's time at MRSS and beyond, you may want to consider a donation to one of the school's trust funds. These donations are tax deductible and are focused on raising funds for more specific areas. They include:

Bursary Fund	Library Fund	Building Fund
Assisting longstanding senior students in completing their education at MRSS, when the family is experiencing serious financial hardship.	Assisting in the purchase and maintenance of school Library resources, for use by all students, staff and the parent body.	Assisting with the school's building expansion and maintenance of existing buildings.
<b>MRSS Bursary Trust Fund</b> BSB: 633 000 A/C: 1355 86923	<b>MRSS Library Trust Fund</b> BSB: 013 403 A/C: 4959 79264	<b>MRSS Public Building Fund</b> BSB: 013 278 A/C: 2999 94176

The tax-deductible donations made to each of these funds will have far-reaching benefits and serve to deepen the educational experiences of our children, both now and into the future.

We thank you in advance for your contributions, which can be made directly to the individual bank accounts or in person at the Office via cash, EFTPOS or credit card. Receipts will be issued upon request. Please notify the Office via email of your donation to ensure you receive your receipt promptly ([office@mrss.vic.edu.au](mailto:office@mrss.vic.edu.au)).

# MUSIC AT MRSS

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## Class 3 to 6

In Class 3 the children begin individual lessons on cello, viola or violin. Each child has a weekly half-hour private lesson with a specialist Music Teacher. This lesson takes place on the same day each week, but the time of the lesson varies according to a rotating timetable, so the child does not repeatedly miss the same part of the school day. From Class 4 to 6 all students also take part in the Class String Orchestra. Learning a stringed instrument remains a compulsory aspect of the curriculum from Class 3 to 6.

In Class 5 and 6 there may also be the opportunity to participate in a smaller string ensemble. These ensembles are in addition to the compulsory Primary Music Program and incur an additional fee, which is billed separately – see Music Fees below.

## Class 7 and 8

Learning an instrument continues to be a compulsory aspect of the curriculum until the end of Class 8. However, from the beginning of Class 7 it is possible for students to change their instrument or choose an additional second instrument.

If you think your child would be best served by changing instruments, this should be discussed with their Class Teacher and Music Teacher. Sometimes students are seduced by the allure of a new instrument, only to be disillusioned when they find that it requires just as much work as their first instrument. However, at other times the taking up of a new instrument is the perfect opportunity for a student to fulfill an important wish to explore the sound of an instrument that is particularly suited to them. A second weekly lesson or additional ensemble must take place outside school hours, usually immediately before or after school, or during lunchtimes.

During Class 7 and 8, in addition to the weekly individual instrument lesson, a weekly timetabled ensemble period remains a compulsory part of the curriculum, and students can choose from a number of different ensemble options.

Please note: Adding a second instrument or participating in a before/after school ensemble in Class 7 and 8 is additional to the built-in costs for music and incurs additional fees (see Music Fees below).

## Year 9 and 10

From Year 9 to 12 ALL individual music lessons are optional music extras. However, during Year 9 and 10, a weekly timetabled ensemble period remains a compulsory part of the curriculum, as it did in Year 7 and 8.

The choice for ensemble broadens to include African drumming and smaller multi-instrumental ensembles, a string ensemble, and singing. In this way, all students can be catered for, whether or not they are learning an individual instrument.

## VCE Music

- Students undertaking VCE Music will in Year 11 require weekly 45-minute lessons with their instrumental music teacher.
- In Year 12 VCE Music students will require weekly 45-minute lessons (based on teacher advice up to 60-minute weekly lessons). During assessment periods students may require additional lessons with their instrumental music teacher.
- Year 12 VCE Music Ensembles that are formed for VCE assessment will be free of charge. If unsure about whether your child's ensemble falls under this arrangement please contact Fiona Burnett, VCE Music Coordinator, via email: [fiona.burnett@mrss.vic.edu.a](mailto:fiona.burnett@mrss.vic.edu.a)
- In Term 4 of Year 12, VCE Music students are invoiced for two weeks only. However, as mentioned above, due to the timing of VCAA external exams students may require additional instrumental music lessons, which will be invoiced at the end of the year.
- Accompaniment for VCE Exams and Recitals is required for some performers. Accompaniment fees are at an additional cost to be covered by parents.

## After-School Ensemble Program

At MRSS we provide the opportunity for secondary students to join the after-school ensemble program, which caters for a wide range of musical interests. These groups include small rock/contemporary music groups and classical groups, arising out of the genuine musical interests of the students. A group often begins on the initiative of students.

Music Teachers then assist in finding any extra members who may be needed and organising rehearsal times. These ensembles take place outside of class time, either during lunchtime or after school. They are run by qualified Music Teachers who facilitate the group's creative ideas and manage rehearsals. The cost of these groups is charged in advance of each term.

## Music Teacher Absences

When a Music Teacher is absent, the school endeavours to supply a suitable replacement teacher. Only when the Music Coordinator deems excessive the number of lessons lost due to a Music Teacher's absence – where a replacement teacher could not be supplied – will the Music Teacher be required to provide make-up lessons. Lessons missed due to the absence of the student are not made-up. Naturally, music lessons cannot take place when the student is on camp or excursion.

## Changing Music Teachers

On rare occasions, a parent has inquired about the possibility of their child changing Music Teachers. Depending on staff loads, this may be practicably impossible. If the possibility does exist, the Music Coordinator consults the relevant Class Teacher. If a change is recommended, the Music Teacher must be given five weeks' notice.

## Music Fees

- From Class 3 to 8, the cost of the compulsory individual music lesson, as well as the timetabled ensemble in Class 7 and 8, are built into the school fees and are non-refundable.
- From Year 9 to 12 ALL individual music lessons are optional extras and are invoiced separately before the start of every term.

### Advanced Payments and Changes to Instruments/Ensembles:

- Each year and/or term, once music requests are received via Engage, an invoice will be sent for all second instrument, ensembles or optional extras music (Class 7 to Year 12). This must be paid for in advance before students are assigned a Music Teacher and enrolled in those lessons or ensembles. Once enrolled, the Music Teacher will contact you.
- Music enrolments are for the full calendar year (or terms remaining in calendar year) even though they are paid in advance term by term.
- Music enrolment forms must be submitted via Engage each year whether your child is continuing or withdrawing.
- Five (school term) weeks' written notice to the office, is required for any changes/withdrawals to music lessons. These changes will take place at change of term only. If notice is not received 5 weeks before the end of term, it will be assumed the student is continuing the following term.
- Students will receive 16 lessons per semester (2 terms).





# PARENT INVOLVEMENT

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## Open Day & Fair

In November each year the school holds its annual Open Day & Fair. It is a wonderful opportunity to come together and showcase the school's unique style of education, and to cultivate joy and connection within our school and the wider community.

We warmly welcome visitors to view our open classrooms, participate in tours and enjoy the showcase of musical performances, student work and art displays.

Parents at the school work hard to prepare the 'Fair' aspect of the day, which includes organising food and refreshments, children's activities, craft activities, preserving and baking.

It is a day of celebration and fun, and a highlight of the school's calendar year after year.

## Talks, Craft Groups and Parent-Led Initiatives

Throughout the year there are many opportunities to participate in fun and creative projects guided by the needs of the community, such as preparations for the Open Day & Fair – working towards the Produce Stall and Children's Tent (e.g., clay creations, felting, preserving, etc.), other fundraising initiatives, and cooking and providing family meals for the community's 'Giving Freezer'.

Informative talks are held periodically on various aspects of anthroposophy and/or the Steiner curriculum, as well as more practical hands-on groups and workshops, such as the MRSS Conversation Group and workshops teaching simple and effective anthroposophical treatments for illness to use in the home.

From time to time there are also evening events where the rich and diverse gifts of community members can be exchanged and supported. Past events have included yoga classes, crystal healing, talks on biodynamic gardening and cooking classes.

Everyone is welcome and encouraged to get involved. Details of upcoming events can be found in the weekly Information Sheet and on our website.

## MRSS Alumni

The wider alumni community includes former students as well as former staff, parents and friends of the school. It is our wish that those who have left the school can maintain an active interest in the school and continue to participate in the Open Day & Fair and other community events.

We also invite our alumni to offer their skills and knowledge for the benefit of current students (e.g., advising students about aspects of study and career paths) and to contribute to a skills database to support the school.

We are very grateful that many of our alumni members continue to contribute to scholarships, the Building Fund and other opportunities for donating to the school, as well as offering voluntary time to the school by organising events such as reunions.

# INDEPENDENTLY RUN PROGRAMS AT MRSS

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## **MRSS After-School Care**

Our after-school care service runs Monday to Friday, from 3.00pm till 6.00pm. We provide a warm and friendly environment for Prep to Class 7 students.

Primary-school children are collected from outside the Office, and Prep children from Linden and Peppercorn will be collected directly from their rooms and signed out by Valme.

Contact: Valme Jacobs

[afterschoolcare@mrss.vic.edu.au](mailto:afterschoolcare@mrss.vic.edu.au)

## **Melbourne Steiner Playgroup**

Melbourne Steiner Playgroup offers a play-based program in a beautiful setting, with seasonal songs and stories, craft and parenting support. These independently run playgroup sessions are facilitated by Kim Roche, an experienced playgroup leader, and are held Monday to Friday mornings in the Acorn Room (located in the Oak Hall Building) from 9.30–11.30am.

Contact: Kim Roche

[melbournesteinerplaygroup@gmail.com](mailto:melbournesteinerplaygroup@gmail.com)

Phone: 0413 331 262

# COURSES IN STEINER EDUCATION

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## **Melbourne Rudolf Steiner Seminar**

Melbourne Rudolf Steiner Seminar is based on the grounds adjacent to the school at The Michael Centre, 37A Wellington Park Drive, Warranwood.

The Seminar offers a range of different courses for interested members of the community wishing to know more about the philosophy and educational principles underlying Steiner education.

For those who can make the commitment there is also a full-time Advanced Diploma in Rudolf Steiner Education.

For information on full and part-time courses visit their website at [www.steinerseminar.com](http://www.steinerseminar.com).



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**mrss.vic.edu.au**

“The need for imagination, a sense of truth and a feeling of responsibility – these are the three forces which are the very nerve of education.”

*Rudolf Steiner*