



Melbourne Archdiocese
Catholic Schools



SACRED HEART
PRIMARY SCHOOL
NEWPORT

School Information for Families 2025



WELCOME

Dear Prep 2025 Parents/Carers,

It is with a great sense of pride and gratitude that I extend a warm welcome to you, your family and your child to the Sacred Heart Primary School community. Pride because I know what a wonderful school Sacred Heart is and gratitude because I know what an important decision it has been for you in choosing a primary school for your child.

During 2020, Sacred Heart Primary School engaged in its cyclical review and, whilst many strengths were identified, we also targeted specific areas of growth with a focus on academic growth for all children, student voice & agency and strengthening family and community partnerships. In 2024, our key areas of focus have been on improving learning outcomes for students in Mathematics and English, specifically Writing and Spelling. We will continue this work in 2025, with an emphasis on explicit teaching and high impact teaching strategies.

We are a school community where everyone is known by name. We highly value the learning partnership between school and home, and actively work to engage our families in a shared conversation about learning. We are constantly striving to identify ways in which we can authentically engage parents & carers in their child's education and development in all ways. We encourage you to actively reach out, connect and enter into partnership with us on this journey.

Sacred Heart Primary School comes from a rich connection to St Joseph and the Sisters of St. Joseph. This leadership and guidance continues the tradition of welcoming all, especially the most vulnerable; celebrating all that is good with joy and gratitude; engendering a love of learning and practising justice and service. We provide a safe, caring and supportive learning environment and work to ensure that all students can experience success.

Schools are challenging places, however they are also inspiring places to be every day. All schools are challenged with providing a comprehensive learning program that will enable all of our young people to fully participate in society in the 21st century. We are responding to this with excitement and enthusiasm.

Finally, I would like to leave you with Sacred Heart Primary School's 'Image of the Child':

At Sacred Heart, we believe that the child is at the centre of all we do.

We recognise that each child is unique and thrives when provided with meaningful experiences through which to flourish. Children are curious and active in their learning when given opportunities to ask questions, discover, investigate and reflect. We believe in educating the whole child to become confident and creative, with a passion for lifelong learning and optimism for their future.

Warm regards,
Kaylene Carlin

Our Vision Statement

In the spirit of St Mary of the Cross
and our Catholic faith,
we nurture in our students a sense of hope and joy in life,
and challenge them to strive
for excellence in their learning.
“May the spirit of the Sacred Heart animate you.”
Mary MacKillop (1906)

Our Living Vision

At Sacred Heart Catholic Primary School, we enact a Living Vision that reflects our core School Vision.



DEMOCRATIC PRINCIPLES

Sacred Heart supports and promotes the Principles and Practices of Australian Democracy in its learning and teaching programs, including a commitment to:

- a) elected Government; and
- b) the rule of law; and
- c) equal rights for all before the law; and
- d) freedom of religion; and
- e) freedom of speech and association; and
- f) the values of openness and tolerance.

SCHOOL CONTACTS

Principal:	Mrs Kaylene Carlin
Deputy Principal:	Mrs Erin Stone
Secretary/Bursar:	Mrs Mary Cassar
Admin Officer:	Mrs Fiona Bosanko
School Address:	20 Newcastle Street Newport 3015
Telephone:	9391 6262
Facsimile:	9391 7041
E-mail:	office@shnewport.catholic.edu.au
Website:	www.shnewport.catholic.edu.au
Office Hours:	8.30am – 4.30pm

(The office is closed each day between 1.30pm & 2pm for lunch)

PARISH CONTACTS

Parish Priest:	Fr Sameul Kapani
Parish Office:	Ivana Toulmin
Phone:	9391 1201

2025 SCHOOL DATES

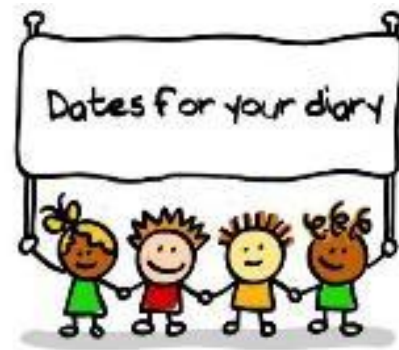
Term 1: Thursday 30th Jan (for students) - Friday 4th April

(Easter 18th April - 21st April)

Term 2: Tuesday 22nd April - Friday 4th July

Term 3: Monday 21st July - Friday 19th September

Term 4: Monday 6th October - Friday 19th December



Preps will finish at 1.10 pm on Thursday 30th Jan & Friday 31st Jan.

No school on Wednesdays 5th Feb, 12th Feb, 19th Feb for Preps

Preps will attend a full week of school from Monday 24th February.

SCHOOL HOURS

8:30 am	Gates Open
8.35 am	Children move to their classrooms
8:45 am - 10:45 am	Morning Learning Block
10:45 am - 11:15am	RECESS
11:15PM - 1:15pm	Middle Learning Block
1:15 pm - 1:25pm	EATING TIME
1:25 pm - 2:05 pm	LUNCH BREAK
2:10 pm -3:10 pm	Afternoon Learning Block
3:10 pm	Dismissal



OUT OF HOURS SCHOOL CARE

Camp Australia operates the Out of Hours school care program at Sacred Heart School in the School Hall from Monday to Friday each week. Camp Australia can be contacted on 1300 105343 / www.campastralia.com.au

Before School Care Program operates from 7:00 am until 8:30 am and the After School Care Program operates from 3.15 pm until 6:00 pm.



ABSENCE FROM SCHOOL

Parents are requested to log their child's absence using our school's IT platform 'Operoo' early in the morning if your child is going to be away or late for school so your child's absence can be recorded correctly.

Instructions

Please log on to Operoo to complete the Student Absentee Form

For handheld/smart devices

Once logged on to Operoo, click on the menu bar icon at the top right hand side of your screen and then select Form Library. You will then be able to select the Student Absentee Form for your child. If you have more than one child, you will have more forms available – please ensure you select the correct grade for your child.

For PC/Laptop/Chromebook users

Once logged on to Operoo, simply click on the Form Library heading at the top of the page to access the form/s. If you have any queries regarding accessing the Student Absentee Form via Operoo, please contact the school office.



Our school will contact parents via SMS as soon as practicable on the day if a student is not at school and you haven't notified the school as to why.

If a parent cannot be reached because we don't have your correct contact details (i.e message notification fail, disconnected number), then we will make contact with any emergency contact/s nominated on your child's file held by the school, where possible, on the same day of the unexplained absence.

Parents are responsible to provide an explanation for your child's absence from school, and where possible, inform school in advance of upcoming absences.

LATE ARRIVALS AND EARLY LEAVERS

Parents need to ensure that their children arrive at school prior to Morning Gathering Time commencing in the classroom. Children who arrive late for school will need to come to the Office **with their parent or carer** to sign in via the vPass system. Gates are closed each day at 8.50am and open again at 3.00pm.

In the event of parents or carers wishing to collect their child early from school they will be required to come to the Office to sign their child out via the vPass system.

If, in an emergency, parents cannot pick up their child on time, they are asked to contact the school so that suitable arrangements can be made.

CHANGE OF ADDRESS

The school must be notified immediately if there is a change in address or phone number at home or in the workplace of parents. This is to ensure contact in the case of an emergency.

SCHOOL UNIFORM

Uniforms can be ordered through Primary School Wear (PSW) using their online ordering facility (www.psw.com.au) or by visiting their store in Port Melbourne. Price lists and order forms are also available at the school office. The school also has a good supply of second hand uniforms which can be purchased for a gold coin donation.

GIRLS

SUMMER (TERM 1 & 4)

Blue and white check dress or navy shorts

Navy Rugby top with school logo or long sleeve school logo windcheater

White socks and black shoes/sandals

Navy hat

WINTER (TERM 2 & 3)

Navy tunic, skirt, or navy shorts / trousers

Short / Long sleeve navy blue polo shirt with school logo

Navy Rugby top with school logo or long sleeve school logo windcheater

Navy blue tights/socks (with trousers only) and black shoes

SPORT

Short / Long sleeve navy blue polo shirt with school logo

Navy Shorts / tracksuit pants & Navy Rugby top with school logo

White socks and runners

HAIR

Hair beyond shoulder length is to be tied back with navy or white ribbon /scrunchies.

BOYS

SUMMER (TERM 1 & 4)

Navy shorts / trousers

Short / Long sleeve navy blue polo shirt with school logo

Navy Rugby top with school logo or long sleeve school logo windcheater

Navy socks, black shoes or sandals

Navy hat

WINTER (TERM 2 & 3)

Navy shorts / trousers

Short / Long sleeve navy blue polo shirt with school logo

Navy Rugby top with school logo or long sleeve school logo windcheater

Navy socks, black shoes or sandals

Navy hat

SPORT

Short / Long sleeve navy blue polo shirt with school logo

Navy Shorts / tracksuit pants & Navy Rugby top with school logo

White socks and runners

HAIR

Hair beyond shoulder length is to be tied back.

UNIFORM REQUIREMENTS

Correct school uniform is required to be worn at all times

Approved school sun hats must be worn at all times outdoors during Terms 1 & 4.

School shoes are to be worn every day except for physical education/sports day

Runners are not to be worn as school uniform

JEWELLERY/COSMETICS

Jewellery is not to be worn to school. This is a safety issue. The only permissible jewellery is a single stud or sleeper in pierced ears.

Nail polish is not permitted to be worn at school

All items of uniform, including bags, lunch boxes, drink bottles and inside of their school shoes/runners, need to be clearly labelled with your child's name.

HAIRSTYLES

Hair is to be clean, off the face and appropriately groomed for school

Below collar length hair is to be tied back

Bleached and dyed hair is not acceptable

Hair accessories used to tie back hair must be in keeping with the school uniform colours

FOOD

Lunchbox and lunch orders

The incidence of childhood food allergies is on the rise. Some children can have a dramatic reaction to the smell / touch of some items, such as dairy or nut based products. Their reaction requires serious treatment with adrenaline (EpiPen) prior to hospitalisation.

As a result, the sharing of food items at school between students is not permitted, as some items may have a trace of an allergen. This means that bringing cakes or other party foods from home to celebrate birthdays cannot occur. Lolly bags that contain wrapped lollies only may be distributed at the end of the day at parent discretion.

At recess and lunch breaks children are given time to eat in class or outside before going to play. We aim to support parents in encouraging healthy eating.

We also have an onsite canteen that is run by two of our past Sacred Heart parents providing a range of wholesome, home made foods. The school canteen operates for lunch orders on Mondays, Wednesdays and Fridays.

All lunch orders can be ordered via the QKR App



Once you load the App you will need to register your details and create a profile for your child/children.

If you have any queries regarding lunch orders or using the QKR App, please contact:

Jo Williams (0402 781 496) & **Nicole Kingston** (0409 115 944)

COMMUNICATION

School partnerships are built and maintained through easy communication between home and school. Research indicates that effective schools have high levels of parental and community involvement, which in turn is strongly related to improving outcomes for all children. Accurate and timely delivery of important information is a priority of our school.

OPEROO



Sacred Heart utilises an app called Operoo which provides a simple way for parents/guardians to sign forms, make payments and safely share emergency and medical data with our school.

Parents/Carers can easily complete and sign online consent, permission and medical forms right from their phone, tablet or PC.

Return forms and give consent on-the-go via a browser on any device, or download the Operoo Mobile App. Email notifications let you know when there is something for you to read or a form to complete. You can easily keep your child's medical data and emergency contacts up to date, ensuring the school has access to the right information in an emergency.

Use the following link to learn more about Operoo

<https://www.operoo.com/intro-for-parents/>

SEESAW

At Sacred Heart Primary School, Seesaw is another strategy we use to build and strengthen our relationships with your family. It works similarly to Facebook, with teachers/students posting samples of learning over the year. Working families receive information in real time and can 'like' or add a comment, without actually being present on the school grounds. This creates a consistent language between home and school and provides a starting point to discuss, celebrate and support learning at home.

When your child starts at Sacred Heart, their teacher will provide you with the directions on how to connect with your child's account.



NEWSLETTER

A school newsletter is written and shared to the parent community each alternate Friday. This newsletter is a major communication link between school and home and contains information of coming events and other matters we wish to bring to your attention, so please ensure you read the newsletter carefully. The newsletter can be found on the school website.

SCHOOL ASSEMBLY

Our whole school gathers each fortnight to share events of interest, notable achievements, acknowledge our country and pray for our school community. Classes are rostered for a prayer and presentation. These assemblies are held on Monday afternoon in the School Hall from 2.45pm to 3.10pm. Parents are always welcome to attend.

PARENTAL INVOLVEMENT

We believe that parents make an important contribution to the life of the school and there are many avenues and opportunities available for parent involvement.

SCHOOL ADVISORY COUNCIL

The School Advisory Council acts as a forum so that responsible and informed advice can be given to the Principal on matters concerning education in the school.

Currently, the School Advisory Council comprises the Parish Priest (Fr Binh), the School Principal, Deputy Principal, elected parent representatives and teaching staff.

Meetings of the School Advisory Council are held 4 - 6 times per year with the AGM held in November.

PARENT CLASSROOM ASSISTANCE

One of the most valuable forms of assistance to the school is provided by Classroom Helpers who support student learning in the classroom. A training course is provided to increase parents' understanding of how children learn, literacy acquisition, assist in the development of their questioning skills and assist them in providing support for small groups of students in the classroom.

WORKING WITH CHILDREN CHECK FOR VOLUNTEERS

Volunteers must fulfil all requirements of the school's Child Safety Policy. A Working With Children Check will be required for all volunteers who assist the school with activities, learning programs and excursions.

LIBRARY

The school library provides a centre for many of the school's resources, contributing directly to the child's learning experiences. The library is fully computerised and houses a large variety of resource materials including Picture Story Books, Fiction and NonFiction books, charts/posters and various audio-visual aids and equipment.

All children are encouraged to borrow books from the library regularly throughout the school year. They may be changed at class library sessions. Parents are asked to encourage the borrowing of books by taking an interest in what the children borrow.

To help protect books from being damaged in transit it is expected that each child will have a library bag.

BOOK CLUB

The school acts as an agent for Ashton Scholastic Book Club who offer paperback books to parents at reasonable prices. Catalogues are distributed approximately once per term, with a return date. Selection, if desired, order online or orders can be returned to the class teacher in an envelope clearly labelled with name, class and amount of money. Delivery is approximately 4 to 5 weeks.



BUDDY PROGRAM



An important part of beginning in Prep at Sacred Heart Primary School is our Buddy Program. The program is a key strategy to help Prep students to develop new relationships and a sense of belonging and connectedness to the school community.

Each Prep child is paired with a Year 5 buddy. New Year 1's are allocated a Year 6 buddy. The buddy program is particularly important for new students to support them with the transition to their new school environment.

EXCURSIONS

Excursions take place at each year level of the school and are seen to be an integral part of the school curriculum. They are invaluable in stimulating the children's interest and are always preceded or followed up by class work relating to the excursion.

It is expected therefore that unless a serious reason prohibits it, all children will normally take part in these activities.

CAMP PROGRAM

Our Camp Program currently involves students in Year 3-6 attending an off-site camp.

The current program includes the following (subject to change each year depending on a range of factors):

Year 6 - Mt Buller

Year 5 - Portsea

Year 4 - Lady Northcote Camp, Bacchus Marsh

Year 3 - Don Bosco, Dromana

Our camp outcomes focus on developing relationships, teamwork, persistence and resilience through participation in outdoor adventure activities.

As camp activities contribute to the child's overall development and are an integral part of the school curriculum, attendance is compulsory for all students. Camps involve an additional cost for families in the form of a Camp Levy and need to be paid prior to the date for each camp. Assistance is available for families in financial difficulty.



SWIMMING PROGRAM



Swimming tuition is provided as part of the school curriculum for all children in Years Prep to 4 and is compulsory. Swimming lessons are conducted by qualified instructors at the Bayfit Swim Centre with children receiving lessons over a concentrated period. The program will consist of a sequence of swimming, water safety, survival and rescue experiences providing students with the knowledge and skills required for safe involvement in aquatic activities.

A Beach Safety Program is conducted for all students in Year 5 - 6 at the Williamstown Beach by Williamstown Surf Life Saving Club.

This swimming program is compulsory for all students. A swimming levy (per student) is billed to families at the beginning of the year.

ASSESSMENT & REPORTING

Reporting student progress to parents occurs in a myriad of ways. Two of the key strategies include:

- Written Progress Reports sent home mid-year and at the end of year
- Parent/Teacher interviews held mid year and as an option at the end of the year. These provide an opportunity for parents to discuss the progress of their children and any concerns that either teacher or parent may have.

Teachers are also available at other times to discuss your child's academic growth, social emotional development or any other areas of concern. Parents are asked to contact the teacher and make an appointment for an interview, stating the reason for this request. This ensures that the teacher is available and can prepare appropriately for the discussion.

INTERNET AND STUDENT PHOTOGRAPHS

Each parent signs a contract regarding the use of Email, Internet and the use of student photographs as part of the Enrolment procedure. Additional permissions may be sought at the start of the school year.

LOST PROPERTY

All lost property is held in a tub located in the hallway outside the main office and first aid room. At the end of each term lost property is sorted and any unnamed items are washed and placed in the second hand cupboard. We will make every effort to return named items to students on a regular basis.

RIDING TO SCHOOL

Students are permitted to ride bikes and scooters to school. Bikes are to be put in the bike racks or enclosure at the back of the hall. Students are asked to provide their own bike locks to lock their bikes or scooters whilst in the enclosure if they wish for the bikes to be secured. Students who ride bicycles or scooters to school are required to wear approved safety helmets. Bikes and scooters are not permitted to be ridden within the school grounds.

SCHOOL FEES

School fees are determined by the School Principal, typically in consultation with the School Advisory Council and are reviewed annually. School Fees together with Commonwealth and State Government Grants pay the running costs of the school.

Student Levies contribute directly towards education costs (with the exception of school camps), which include things such as stationary, exercise books, art and craft materials, some ICT expenses, class incursions & excursions, swimming tuition, beach safety program and inter-school sporting activities.

The **Capital Levy** goes directly towards capital loan repayments for school buildings and facilities.

School Fees, Student Levies and Capital Building Levies are billed in full at the start of the year and payable at the beginning of each term in equal instalments.

There is no reimbursement of school fees for families where students are absent from school for a prolonged period due to family holidays as the school is holding an enrolment place open for your child/ children.

Fee Payment

Parents can make arrangements through the school office to pay School Fees by instalments, weekly, fortnightly, monthly or quarterly. Families can set up automatic payments via a nominated credit card or bank account. A direct debit request form is sent home at the beginning of the year for families who wish to take up this option. If you are having difficulty in paying fees, or if you find that you cannot pay them by the due date, please contact the school. Be assured that we shall always allow for genuine families who have trouble paying fees because of financial difficulties and that any discussions will remain confidential.

HEALTH & SAFETY

MEDICATIONS AT SCHOOL

If a child is required to have medication at school, parents will need to complete a Medication Authority Form or Specific Conditions Form e.g. Anaphylaxis Plan, Diabetes Management Plan, Asthma Management Plan etc.

The form/s must be completed by a parent and updated annually (or when the child's needs change) to enable the school to administer any medication. This includes Ventolin, Epipen or any other medication for allergies.

Storing medication

Parents/guardians/carers are responsible for providing medication that is within its expiry date and replacing medication, if necessary, that has expired. Medication that is within its expiry date will be stored safely and securely and in accordance with relevant storage instructions. The quantity of medication stored will not exceed a week of supply, other than in circumstances where a long-term arrangement has been implemented in accordance with a **Medical Management Plan** and documented student's health care needs.

All medications to be administered by the school must be taken to the office and stored away from student access.

Please note: Medication such as aspirin and paracetamol will not be stored (or administered) for first aid purposes as these medications may mask symptoms of serious conditions.

Administering medication to students

Where students require that medication be administered to them, the school will first explore with parents/guardians/carers whether they may administer the medication outside the school day, rather than have staff administer the medication at school.

Where the medication must be administered at school, a **Medical Management Plan** and up-to-date **Medication Authority Form** is required.

In instances where the student's Medical Management Plan indicates that medication is to be administered to students by staff at school, this will occur only:

- where a Medical Management Plan and Medication Authority Form includes authority to administer the specified medication and has been provided to the school including all necessary information
- under the authority of the principal
- where the medication has been appropriately stored and **provided in the original packaging**
- in accordance with applicable instructions regarding the dosage, the method and the timing of administration of the medication and its expiry date, as recorded on the original label provided with the original container for the medication
- where provided to the prescribed student
- where the administration is recorded in a medication log, maintained by the school, which records
- the name of the student, the name of two staff members present to administer the medication,
- the date and time of administration, the medication administered and the dosage.

Please refer to related school policies available on the website for more detailed information pertaining to Medications, Asthma, Allergies or Anaphylaxis

ANAPHYLAXIS

Anaphylaxis is a severe and sudden allergic reaction when a person is exposed to an allergen. The most common allergens in school-aged children are eggs, peanuts, tree nuts (e.g. cashews), cow's milk, fish and shellfish, wheat, soy, certain insect stings and medications.

If your child has been diagnosed as being at risk of anaphylaxis, you should inform the school as early as possible of any foods or items your child is allergic to and provide the school with an Anaphylaxis Management Plan. You must also supply your child's EpiPen®. School staff regularly undertake training in recognising and responding appropriately to an anaphylactic reaction, including EpiPen® training.

Action Required:

Parents of students with severe allergies are required to:

1. Provide the school with an Anaphylaxis Action Plan. This form needs to be completed by a medical practitioner and must include a photo, allergic triggers and an action plan.
2. Supply your child's EpiPen® and replace this as required.

Policy Requirements:

1. Students with severe food allergies must only eat food that has been prepared at home or provided by the parent. These students are discouraged from purchasing items through the Lunch Order system.
2. There is to be no trading and sharing of food, food utensils and food containers.
3. Students will be encouraged to wash their hands after eating.
4. Bottles, other drinks and lunch boxes provided by the parents for their children must be clearly labelled with the name of the child for whom they are intended.
5. **Our risk minimisation approach also includes asking for parent's cooperation in refraining from sending foods that contain peanuts, tree nuts (e.g. hazelnuts, cashews, and almonds), egg, cow's milk, wheat, soybean, fish and shellfish to school, where a child in a particular class has an anaphylactic reaction to any of these food allergens.**

For further details see our "**Anaphylaxis Management Policy**" on the school website

ASTHMA ACTION PLANS

All students with asthma must have an up to date (annual) Asthma Management Plan which must be presented to the school office at the start of each year. These plans must be consistent with Asthma Victoria's requirements and completed by your child's doctor or paediatrician. Appropriate asthma plan proformas are available at www.asthma.org.au

For further details see our "**Asthma Policy**" on the school website

HEALTH EXCLUSION TABLE

The Health (Infectious Diseases) Regulations requires the following exclusion table to be observed in cases of infectious diseases.

CHICKEN POX	Exclude until fully recovered or for at least 5 days after the eruption first appears
MEASLES	Exclude for at least 4 days after onset of rash
RUBELLA	Exclude until fully recovered or for at least 4 days after onset of rash
IMPETIGO	Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing
WHOOPIING COUGH	Exclude the child for 5 days after starting antibiotic treatment
CONJUNCTIVITIS	Exclude until discharge from eyes has ceased
INFLUENZA	Exclude until well
MUMPS	Exclude for 9 days or until swelling goes down
HEAD LICE	Readmit the day after appropriate treatment has commenced

Immunisation Requirements

Children enrolling at the Prep level are required to present an immunisation certificate for diphtheria, polio, tetanus, measles, mumps, rubella, whooping cough and haemophilus influenza type B. Your child will be excluded from school if there is an outbreak of an infectious disease and we do not have a current immunisation record.

SICKNESS

It would be appreciated if parents would keep at home any child who has a temperature, badly runny nose, bad cough or any other worrying symptoms. All children who attend sick bay are provided with a parent information slip. This will include the nature of the illness and the treatment provided. In the case of a direct knock to the head, parents will be contacted directly, regardless of whether the child needs to be picked up or not.

SUNSMART

Sacred Heart school is a Sunsmart school. As part of general SunSmart strategies our school:

Students are required to wear an approved school broad-brimmed, legionnaire or bucket hat whenever they are outside during Terms 1 & 4 and during Sport Classes during the entire year.

We also have a "No Hat, No Play" policy. If children do not have a hat, they will be required to play in a shady area for the duration of recess or lunchtime.

Parents are asked to provide SPF 50+ broad spectrum, water-resistant sunscreen for their child's use. We encourage the daily application of sunscreen before school and prior to the lunch break.

Children are encouraged to use available areas of shade for outdoor activities. The staff and parents are expected to act as role models by practising SunSmart behaviours.

WET DAYS AND DAYS OF EXTREME HEAT

All classrooms at Sacred Heart Primary School are air-conditioned. On days of extreme heat, the school curriculum is adapted so that pupils are engaged in school activities appropriate to the weather.

If the temperature is extreme, it is up to the parent's discretion as to whether they send their child to school or choose to collect their child from school during the course of the day.

Parents are urged to consider their child's level of absenteeism and individual learning needs in making such decisions.

On wet days during recess times, children will remain in their classrooms and engage themselves with quiet activities of their choosing. Adjoining classrooms will be supervised by one teacher.