

FAQs ST CECILIA'S, BALGOWLAH

1. Governance

Catholic Schools Broken Bay Limited as Trustee of The Catholic Schools Broken Bay Trust.

Catholic Schools Broken Bay Limited (CSBB Ltd) is an incorporated entity and registered as a charity. As part of Bishop Anthony's vision for the Diocese of Broken Bay, our Shared Mission Principles clearly articulate CSBB's commitment to deliver an authentic, professional Catholic education with care and compassion, helping all to know Christ and love learning.

CSBB Ltd is governed by a Board of Directors appointed by the Bishop of Broken Bay, who is the legal Member of CSBB Ltd.

The Board is responsible for major policy decisions, approves income and expenditure, and holds the Executive Director and Leadership Team accountable for the management of the school system.

The **Director of Schools** and a team of Workstream Leads ensure our schools and employees are supported and well managed, with all governance requirements met and accounted for.

Our **Principals** lead day-to-day operations at their schools. They provide leadership, mentorship and support to students and staff, and have overall responsibility for their school's teaching and learning, Catholic identity, and other programs.

For more information visit our website [Leadership team | Catholic Schools Broken Bay](#)

For information regarding our Policies and Guidelines visit [Policies and Forms | Catholic Schools Broken Bay](#)

2. What is happening and why?

As part of the new Catholic Schools Broken Bay (CSBB) 5-year strategic plan *Shaping Tomorrow, Together in Faith*, there is a plan to renew and strengthen our schools across the diocese to meet the changing needs of our communities.

In the Southern Beaches Precinct, the two North Harbour parish schools - St Cecilia's, Balgowlah, and St Kieran's, Manly Vale - will come together as one K-6 school community at the St Kieran's site from Term 1 2026. This provides enhanced opportunities for students including:

- A larger school community creating extended peer networks and friendships
- Broader student leadership roles and an expanded range of co-curricular opportunities

- Continuity of relationships with staff transitioning alongside students
- Consistent class sizes aligned with Diocesan standards for optimal learning
- A carefully planned transition program throughout 2025 ensuring students and families feel supported, confident, and excited about this next chapter.

The site of St Cecillas Balgowlah is being transformed into a Stage 3 Learning Hub to expand St Paul's Catholic College into a Years 5-12 Multi Campus College. While this marks the end of a much-loved chapter in St Cecilia's story, it also opens the door to new opportunities for students and families.

3. School Choices for 2026

Our priority now is to support families as they decide the best option for their children - whether that is St Kieran's or another school.

All Year Groups

a) **Transfer to St Kieran's, Manly Vale**

All current St Cecilia's, Balgowlah students are guaranteed a place at St Kieran's.

If you would like this option, please complete the [Transfer of Enrolment](#) form by **Friday 12 September** and either hand into the administration team at St Cecilia's or send via email to scb@dbb.catholic.edu.au.

If you need more time to submit the enrolment transfer form, please contact St Kieran's Catholic Primary School, Manly Vale skmv@dbb.catholic.edu.au or 02 7256 2131.

Confirmation of enrolment at St Kieran's for 2026 will be sent by email once the Transfer of Enrolment forms have been received and processed.

b) **Apply at another CSBB School**

Families are welcome to apply for enrolment for other CSBB schools. The application process can be followed [HERE](#)

c) **Other Options**

Support will be provided to any family who wishes to transfer out of the CSBB System of Schools.

Current Years 4 & 5

In response to feedback from the community, current students in Year 4 and 5 are welcome to stay at the Balgowlah site to complete their primary education.

These students will be joined by new students who have enrolled at the St Paul's Catholic College Junior Campus.

If you would like to take this option, please advise Principal Luke Moxon by Friday 12 September in writing.

4. **Can we have a tour of St Kieran's?**

All families are welcome to visit St Kieran's with their children to meet the community, explore the learning spaces, and enjoy the play areas.

For a private tour, please contact the office at St Kieran's on 02 7256 2131 or skmv@dbb.catholic.edu.au.

5. **Uniform Requirements, Transition, and Support**

To support families every child transferring to St Kieran's Manly Vale will receive a **\$300 subsidy at the start of 2026** to assist with the purchase of the St Kieran's uniform. Further details on how to access this subsidy will be provided shortly.

All new Kindergarten enrolments for 2026 will be required to wear the St Kieran's uniform. A grace period will apply for students in Years 1-6, with all children required to wear the St Kieran's uniform by the start of the 2028 school year.

Uniforms for St Kieran's School are supplied by Pickles located 43 Carter Road, Brookvale. More information can be found [HERE](#)

6. **Before and After School Care (OSHC)**

OSHC will continue to be available at both campuses. Consistent with the new strategy, Margaret Holles (Principal of St Kieran's) and Luke Moxon (acting Principal at St Cecilia's) will now have more direct oversight of activities in each OSHC as all OSHC providers will be required operate to standards set by CSBB System Leaders.

St Kieran's OSHC Operating Hours

Before-School Care: 7.00am - 8.30am (breakfast provided)

After-School Care: 3.00pm - 6.00pm (afternoon tea provided)

St Paul's Junior Campus OSHC Operating Hours

Before-School Care: 7.00am - 8.30am (breakfast provided)

After-School Care: 3.00pm - 6.00pm (afternoon tea provided)

7. **Proposed Bus Service for 2026**

CSBB is planning to provide a **dedicated bus service** from St Cecilia's to St Kieran's for 2026. Staff will accompany students on the bus both ways.

The proposed schedule includes:

- **Morning Departure:** 8:15am from St Cecilia's
- **Arrival:** 8:25am at St Kieran's (school starts at 8:45am; supervision from 8:15am)
- **Afternoon Departure:** 3.15pm from St Kieran's
- **Arrival:** 3.25pm at St Cecilia's

To express your interest please complete this [FORM](#) by 12 September 2025.

8. 2026 Kindergarten Transition

Kindergarten Transition for 2026 will be held early Term 4. Students commencing Kindergarten in 2026 will attend 4 weekly morning sessions while parent workshops are held concurrently. More detailed information will be shared directly with the 2026 Kindergarten families.

St Kieran's also runs 'Little Kieran's' playgroup fortnightly on a Wednesday morning. Students commencing school in 2026 are invited to attend the 'Little Kieran's' playgroup. Playgroups are scheduled for Friday 22 August, 2025, Friday 29 September 2025 and Thursday 18 September 2025. For further information [CLICK HERE](#)

9. What is the transition and support plan?

We are committed to supporting every student and family through the transition. To ensure this is a positive experience, a year-long Transition Plan will begin in Term 4, 2025. This plan is designed to help students finish the year well, celebrate their achievements, and look forward with confidence to the future.

Key Elements of the Transition Plan

- **Finishing Well:** Helping students find closure by acknowledging emotions, celebrating accomplishments, and sharing in end-of-year community events.
- **Student Wellbeing:** Our staff, wellbeing team and school counselling service will work closely with students and parents to ensure everyone feels supported during this time. When required additional counselling supports will be available.
- **Student Visits and Joint Events:** Opportunities will be created for students from both communities to connect through visits and shared community activities.
- **Parent Involvement:** Parent representatives will be invited to contribute to planning these initiatives, ensuring families remain an important part of the process.
- **Minimising Disruption:** Careful timetabling and strategic planning will keep learning on track, with continued monitoring of student growth and prioritisation and timetabling of Key Learning Areas.

The Resilience Project (TRP)

We will continue to use The Resilience Project (TRP) - an evidence-based wellbeing program already in place at St Kieran's. TRP is built on the three pillars of:

- Gratitude
- Empathy
- Mindfulness

Aspects of TRP will be woven into the transition activities from Term 4, 2025 and will continue into 2026 to support student wellbeing.

Parent Support

Catholic Schools Broken Bay (CSBB) has provided resources to help parents guide conversations with their children and encourage them to embrace the change. Our shared goal is that every student feels welcome, confident, and excited about the opportunities ahead.

Below are some additional links that families may consider utilising to support their child/ren. Additionally, parents may consider revisiting the video shown to the students last week. Here is a link for your reference [Kids Uncomplicated: Coping with Change For Kids!](#)

Raising Children Network – Articles and videos on managing big changes, separation anxiety, and helping children adapt socially and academically.

- [Preparing children and teenagers for moving schools](#)
- [Before moving schools: practical tips](#)
- [After moving schools: helping children and teenagers settle in](#)

Kids Helpline for Parents – Resources and confidential support for parents navigating children's anxiety, friendships, and learning adjustments.

[Starting a new school: the tips you need to know!](#)

Headspace Parent and Carer Resources – Advice on supporting young people through uncertainty and building resilience.

Books or Activities for Consideration

- *You're Stronger Than You Think* (By Peter Smith) – resilience-building for young people.
- *The Invisible String* (By Patrice Karst) – helpful for younger children to understand connection during change.
- Journaling or "Gratitude Jar" activities – aligned with TRP pillars to keep focus on positive moments throughout the year.

10. Will students from both schools be mixed in classes at St Kieran's or kept together?

Our aim is to thoughtfully blend the two communities. Class groupings will balance existing friendships considered with opportunities for new connections, and students will be supported throughout the transition.

11. What will the class sizes be?

Class sizes will continue to follow Diocesan standards. In addition, we will ensure appropriate levels of support to match the specific needs of the cohort are provided.

12. What will the school fees be?

Education fees will continue to remain highly competitive for the quality of the Catholic education being provided. The Education Fee for 2026 has been *estimated* at \$4,830. As is usual practice, the fees will be confirmed prior to the end of the year.

13. What are the current school times at St Kieran's?

Before school supervision commences at:	8.15am
School commences:	8.45am
Recess Break:	11.00am (25mins)
Lunch Break:	1.00pm (1 hour)
Dismissal:	3.00pm

14. How many students are at St Kieran's?

There are currently 141 children at St Kieran's, Manly Vale. The school has capacity to accommodate all students from both schools with potential for further growth.

15. Student Leadership at St Kieran's

All Year 6 students have a leadership role in their final year of Primary school. A shared leadership approach provides all the students with a valuable experience in leadership. The children are given the opportunity to work collaboratively as they work in Leadership Teams identifying and planning initiatives for the school community.

In preparation for their Year 6 Leadership Roles, Year 5 students are given areas of responsibility organised at the discretion of the Year 5 teacher such as distributing and looking after playground equipment. They work under the guidance and mentoring of the Year 5 teachers.

A combined leadership formation day will be held in Term 4 2025 for Year 5 students from both schools to learn about leadership styles and opportunities.

Students from both schools will be involved in reviewing and shaping the future of student leadership within St Kieran's.

Current student leadership teams are:

- Civics & Citizenship Team
- Sport Team
- Environment Team
- Library & Technology Team
- Mission Team
- Wellbeing Team

16. As a parent, how can I be engaged in the life of St Kieran's?

Parents and carers of children enrolled at St Kieran's are automatically members of the P&F and are invited to attend general P&F meetings held twice a year. Parents are welcome to raise issues, offer ideas, ask questions or contribute to discussions at these meetings.

The *School Advisory Team* of St Kieran's builds, strengthens and nourishes the school as part of the Parish of North Harbour. The Advisory Team's Mission is: *To serve in*

shaping and strengthening the experience for the St Kieran's school community and support our students to thrive in learning and faith.

Parents are invited into classrooms to view student learning each term. Students are encouraged to take their parents on a tour of their classroom sharing their learning with their parents/carers. There are also many opportunities and celebrations linked to various celebrations for parents to visit and engage with the community, e.g. Mothers' Day Liturgy and Celebration, Fathers' Day Liturgy and Celebration, Grandparents' Day Liturgy and Celebration, School Twilight Christmas Carols.

Each class has Class Parents. Their role is to liaise between the school, P&F and the grade parents.

17. What is the structure of the P&F?

The current P&F structure is as follows:

- P&F President
 - A Class Parent Coordinator
 - A group of parents who are Committee Members
- *There is no Treasurer as the funds are managed by the school.*

18. What happens to the Balgowlah P&F Funds?

The terms of the P&F Constitution will be applied and there will be consultation with the St Cecilia's P&F regarding how the funds will be used.

19. What is the school motto?

St Kieran's school motto is *To learn and to love.*

St Cecilia's school motto is *In All things Love*

20. What Co-curricular activities are there?

In 2026 St Kieran's proposes:

- Lunchtime Drama Club
- Keyboard Lessons
- Lunchtime Chess Club
- Band
- Wellbeing Clubs

Additional clubs will be considered after consultation with students.

21. Features of St Kieran's?

Additional programs/support offered at St Kieran's:

- Speech Therapist (works onsite 1-2 days weekly)
- Occupational Therapist (works onsite 1 day weekly)
- Each class participates in a STEM/coding program (Robotics) which links to the current Science Curriculum
- Access to playing fields at nearby Miller's Reserve
- Band Program

- Close links to St Paul's for Stage 3 specific enrichment activities
- Southern Beaches Precinct Educational Programs, leveraging the skills of local primary schools in Sport, Mathematics, Art, Music, IT

22. Is there a Canteen at St Kieran's?

Yes. There is a canteen manager supported by volunteers.

It is currently open for lunch and recess on Wednesday, Thursday, and Friday. The Canteen uses the online ordering system, QKR. The healthy menu has been prepared with the assistance of Healthy Kids Association NSW. The Canteen is Allergy Aware and caters to those children in the school with health requirements.

23. What social opportunities are there for families?

There are regular social and community building events organised by the P&F.

24. What partnership is there with the local parish?

St Kieran's works in close partnership with the Parish of North Harbour under the *Shared Mission Principles*, approved by Bishop Anthony and endorsed by all clergy. These principles articulate the specific responsibilities and obligations of the Parish and the Schools to work together to deliver Catholic education with care and compassion and in line with the canonical duties that each hold.

A copy of the *Shared Mission Principles* is available on the CSBB website.

25. What was the consultation process about this change across the Precinct?

In 2022, all parents, staff and clergy were invited to participate in workshops and focus groups to help shape the future of Catholic education on the Northern Beaches. This process included:

2022

- Multiple onsite workshops and focus groups at each school and Parish
- Independent market research about future needs
- Demographic and financial studies
- *Have Your Say* survey
- Online opportunities for further discussion in schools where participation rates were low
- Media Release issued

2023

- Newsletter with initial findings with an invitation to subscribe for regular updates
- Future focused initiatives brochure distributed to all parents [LINK](#)
- Announcement made that St Paul's would become co-educational and applications opened

2024

- A brochure was distributed to all parents in Southern Beaches Precinct including further invitations to engage [LINK](#)

- Assessment of the Northern Beaches Pastoral Discernment findings
- Senior Executive Strategic Delivery, Southern Beaches appointed

2025

May

- Parent and staff workshops focusing on reimagining the Precinct [LINK TO VIDEO SHOWED AT SESSIONS](#)

July

- Update on feedback from May sessions provided at St Cecilia's P&F meeting by Precinct Lead including:
 - Baptism to Post School Family Journey,
 - Current challenges for the Southern Beaches Precinct: school enrolments, class sizes, social and friendship issues, Choice and Affordability Funding and the viabilities of Southern Beaches Precinct schools,
 - Repurposing of existing sites within the Precinct
- Invitations to attend August briefings where it was foreshadowed that changes were on the horizon for the schools, particularly across the Southern Beaches and CSBB was eager to update parents on the direction of the Strategic Plan and the priorities shaping the future.

August

- 4 reminders were sent to parents of the invitation to August briefing
- Individual Clergy Meetings to discuss the specific plan for their Parish and the communication to the local community
- Announcement made of the repurposing of St Cecilia's and the transition support available

26. Why can't the repurposing be delayed?

This transformation allows us to create a more holistic and future-focused pathway for Catholic education in the Southern Beaches Precinct area. By combining the strengths of both schools, and by establishing the St Paul's Catholic College Junior Campus Stage 3 Hub at Balgowlah, we will be able to:

- Ensure that every child has access to **modern, faith-filled facilities and programs** designed for their success
- Provide students with a wonderful **Middle School foundation with access to expert teachers** as they enter seamlessly into secondary schooling
- Increase student networks and **friendship opportunities** on both sites.

There is a moral imperative to deliver these benefits to our community without delay. Further, delaying the implementation would place at risk the educational, social and emotional experience during the transition period creating heightened uncertainty for parents, students and staff.

Additional Information and resources can be found here:

- [St Kieran's Catholic Primary School, Manly Vale – School Prospectus](#)
- [St Cecilia's Balgowlah and St Kieran's, Manly Vale "A Tale of Two Schools"](#)
- [Shaping Tomorrow Together in Faith](#)
- [St Kieran's Catholic Primary School](#)

These FAQs will be updated regularly and shared via Compass and updated on the school website. For additional information about St Kieran's enrolment and transition process, please contact St Kieran's Catholic Primary School, Manly Vale skmv@dbb.catholic.edu.au or 02 7256 2131.