

Table of Contents

COLLEGE PRAYER	3
COLLEGE CONTACT DETAILS	5
2020 KEY DATES	6
FIRST DAY OF SCHOOL	7
WHERE TO MEET?	7
WHAT TO BRING?	7
WHAT TO EXPECT?	7
GETTING HOME ON THE FIRST DAY	7
STATIONERY AND TECHNOLOGY REQUIREMENTS	8
BRING YOUR OWN DESIGNATED DEVICE (BYODD) IPAD PROGRAM 2020	9
IPAD REQUIREMENTS	9
APP STORE DOWNLOADS	11
TECHNOLOGY FREQUENTLY ASKED QUESTIONS	12
LOCKERS	13
DAILY SCHEDULE/BELL TIMES	14
PLAYGROUND SUPERVISION	14
STUDENT ATTENDANCE	15
LEAVING EARLY	15
APPLYING FOR LEAVE	16
THE AQUINAS RESOURCE CENTRE	16
TRANSPORT	16
SAFETY ISSUES	17
UNIFORM EXPECTATIONS	18
Cowan and Lewis Contact details	18
COLLEGE COMMUNICATION	19
STUDENT DIARY	19
COLLEGE PORTAL	19
COLLEGE SKOOLBAG APP	19
THE COLLEGE NEWSLETTER - THE PRIDE	19
THE PARENTAL LION ROARS	19
MEDICAL CONDITIONS – ACTION PLANS	20
MEDICATION	20
NUT PRODUCTS	20
VOLUNTEERS	20
THE HOUSE SYSTEM	21
CATHOLIC MISSION	22
LITURGY	22
EVANGELISATION AT THE COLLEGE	23

RETREATS AND SPIRITUALITY DAYS	23
SOCIAL JUSTICE – FAITH IN ACTION	23
YOUTH MINISTRY	24
PASTORAL CARE	24
BEHAVIOUR MANAGEMENT AND DISCIPLINE	25
CODE OF CONDUCT	26
TEACHING AND LEARNING	27
PATTERN OF STUDY	27
REPORTING	27
HOMEWORK	28
EFFECTIVE STUDY HABITS	28
LEARNING SUPPORT	28
CO-CURRICULAR SPORT	28
CREATIVE AND PERFORMING ARTS	29
CHILD PROTECTION	30
COMPLAINTS	30
MAINTAINING PROFESSIONALISM	30
ADDRESSING COMPLAINTS OF INAPPROPRIATE BEHAVIOUR BY STAFF	31
SCREENING OF THOSE WORKING IN SCHOOLS	32
PARENT HELPERS/VOLUNTEERS	32
RESPONDING TO RISK OF HARM	32
APPENDIX 1: UNIFORM AND GROOMING POLICY	34
COLLEGE UNIFORM	34
GROOMING POLICY	36

COLLEGE PRAYER

God of love and understanding,
You are the source of strength and inspiration.

You called Pope Saint Leo the Great
to guide your people by his word and example.

We ask you to fill our community
with the spirit of respect and dignity.

Guide us in the light of your truth.

May we grow in purpose and learning,

And proclaim your wisdom to the world.

Give us courage and hope to face the unknown.

May we be faithful to God's law in our hearts

And live with the peace of the Holy Spirit.

God help us to bear witness

To the mystery of the cross and resurrection

So we may be people of integrity and justice,

Walking in the footsteps of Christ your son.

Amen



FROM THE COLLEGE PRINCIPAL

Dear Parents/Caregivers,

It is with great pleasure that we welcome you to the College for 2020 as *Parents in Partnership* with the College.

We believe that parents are the first and most important educators of their children. The College strives to work in partnership with parents and is proud of the positive relationships that exist amongst our staff, students, local parishes and the wider community.

Transition is what used to happen as children moved from one type of schooling into another. In this case from primary to secondary. Here at St Leo's this action should be seamless. The College should meet each student at their own point on their learning continuum.

The Catholic education of your child is not an industrial factory like model it must be tailored to your child's particular learning needs.

Students should no longer have to change into a particular mould to fit this next phase of their learning. The mould is broken and our challenge for both the parents and the College is replace this mould with *personalised learning*.

Our goal is to make your child feel warmly welcomed into the St Leo's Catholic College community as smooth as possible, giving them the confidence to find their greatness and reach their full potential.

Catholic Schools in the Diocese of Broken Bay exist to educate and form young people in Catholic discipleship. The College mission is to empower each student to become confident, competent, Catholic valued young women and men of conscience. The Gospel values of Scripture, Prayer, Community and Service are present in every aspect of school life.

We aim to provide an education that will challenge, encourage and engage students so they can achieve their own personal best. The College staff are experienced, dedicated and professional in their delivery of structured and positive learning experiences both within and beyond the classroom.

This booklet will provide you with important information to assist you and your son/daughter in your journey as a member of the St Leo's community and empower you to build a positive partnership to maximise your child's education.

Once again, I extend a warm welcome, and hope your family will have an engaging, purposeful and lifelong happy relationship with St Leo's Catholic College.

Yours sincerely



Anthony Gleeson

College Principal

COLLEGE CONTACT DETAILS

LEADERSHIP TEAM	
College Principal	Mr Anthony Gleeson
College Assistant Principal	Mr Daniel Petrie
Director of Evangelisation and Catholic Formation	Mr Andrew Dumas
Dean of Students	Mr Ashley Johansen
Director of Teaching and Learning	Mrs Josephine Cali
Dean of Curriculum	Mr George Morad
Director of Pastoral Care and Wellbeing	Mrs Lindy Sykes
College Business Manager	Mr Paul Anicic

KEY COLLEGE CONTACTS	
Leader of Year 7	Miss Jessica Watts
Leader of Middle School	Mr Nathan Smith
College Counsellor	Mrs Anne-Marie Newham
Youth Ministry Coordinator	Rev Adrian Gomez
Leader of Learning Support	Mrs Tamara Bowman & Mrs Lisa Needs
College Registrar	Ms Jayne Persico

OFFICE HOURS/CONTACTS DETAILS	
College Reception (Ms Karen Bodle)	(02) 9487 3555
Reception Hours	8am-4pm (Mon-Fri)
E-mail	stleos@dbb.catholic.edu.au

2020 KEY DATES

TERM 1	
Wednesday 29th January	Year 7 Students First Day
Thursday 30th January	Year 8-12 Classes resume
Thursday 9th April	Classes conclude
TERM 2	
Tuesday 28th April	Classes resume
Monday 8th June	Queen's Birthday (Public Holiday)
Thursday 2nd July	Classes conclude Year 7-10 Parent/Teacher Interviews (evening)
Friday 3rd July	No classes Year 7-10 Parent/Teacher Interview (day)
TERM 3	
Tuesday 21st July	Classes resume
Friday 25th September	Classes conclude
TERM 4	
Tuesday 13th October	Classes resume
Friday 4th December	St Leo's Day Festival
Wednesday 9th December	The Road to Bethlehem
Friday 11th December	Classes conclude for 2020

FIRST DAY OF SCHOOL

WHERE TO MEET?

All students are to meet at The Light of Christ Centre, Yardley Rd entrance at 8:30am on Wednesday 29th January. Students should come dressed in full summer uniform.

WHAT TO BRING?

- Students should bring recess and lunch and plenty of drinking water.
- A folder with plastic sleeves, pencil case with pens and pencils and an A4 exercise book will also be needed on the day.

WHAT TO EXPECT?

The day will start with a welcome assembly where students will be placed into Mentor Group classes. Please say goodbye to your son/daughter at this stage.

Parents are then invited to join other members of the College community for morning tea. Please see a separate invitation included in this package.

Students will spend time with their Mentor Group teacher and Peer Support Leaders and will be led through an Orientation program.

GETTING HOME ON THE FIRST DAY

Students will be dismissed at 2.30pm. Please ensure that you have arrangements in place for your child to make their own way home, or to be collected from the Yardley Rd entrance to the College at 2.30pm.

STATIONERY AND TECHNOLOGY REQUIREMENTS

In order to meet the students at their own point of development, the College will provide all year 7 students with a starter pack of necessary stationery and technology items. The Stationery and Technology Pack can be ordered online via the following link:

[Year 7 Stationery and Technology Pack](#)

Please order your Stationery and Technology Pack by **Friday 13th December** to ensure delivery by the supplier to the College in time for the 29th January. These packs will be handed out to your son/daughter on their first day.

The items provided in the Year 7 Stationery and Technology Pack are:

Subject	Item	Cost (incl. GST)
Religious Education	128 page A4 exercise books	\$1.35
English	128 page A4 exercise books 96 page A4 exercise books A4 plastic envelope with button closure Glue Stick, Scissors and 2 highlighter pens	\$ 7.50
Technology	128 page A4 exercise books White Apron Navy Blue Apron Clear Medium Safety Glasses	\$33.50
Mathematics	Calculator - Casio FX 82au plus II Geometry/Math set including protractor, compass, divider, square sets, ruler, pencil, eraser (in a tin box) 192 page Grid Books	\$40.95
Science	128 page exercise books Blue, Red, Green and Black Pen HB pencil, eraser Clear plastic ruler	\$3.95
Human Society and Its Environments (HSIE)	128 page A4 exercise books	\$1.35
Personal Development, Health and Physical Education (PDHPE)	96 page A4 exercise books	\$1.15
Music	96 page A4 exercise books 3 x HB pencils	\$1.80
Visual Arts	College Branded Visual Art Diary Eraser, 2 HB pencils, 2 Artline black felt tip pens 24 pack Faber Castell coloured pencils Stack twist 24 watercolour paint set Glue stick	\$40.95
Total		\$132.50

BRING YOUR OWN DESIGNATED DEVICE (BYODD) IPAD PROGRAM 2020

St Leo's Catholic College runs a Bring Your Own Designated Device (Bring Your Own Designated Device) Program. Through experience we have found that Technology enabled teaching allows for more active engagement in learning. Activities and styles of engagement previously impossible or difficult to achieve are now readily attainable. The College views our 1:1 iPad Program as an opportunity to create a learning environment more conducive to effective innovation in pedagogy where the student is at the centre of learning. To this end, it is a requirement that all students in Years 7-10 supply their own iPad.

In the following pages you will find details outlining the specifications and key processes for the device

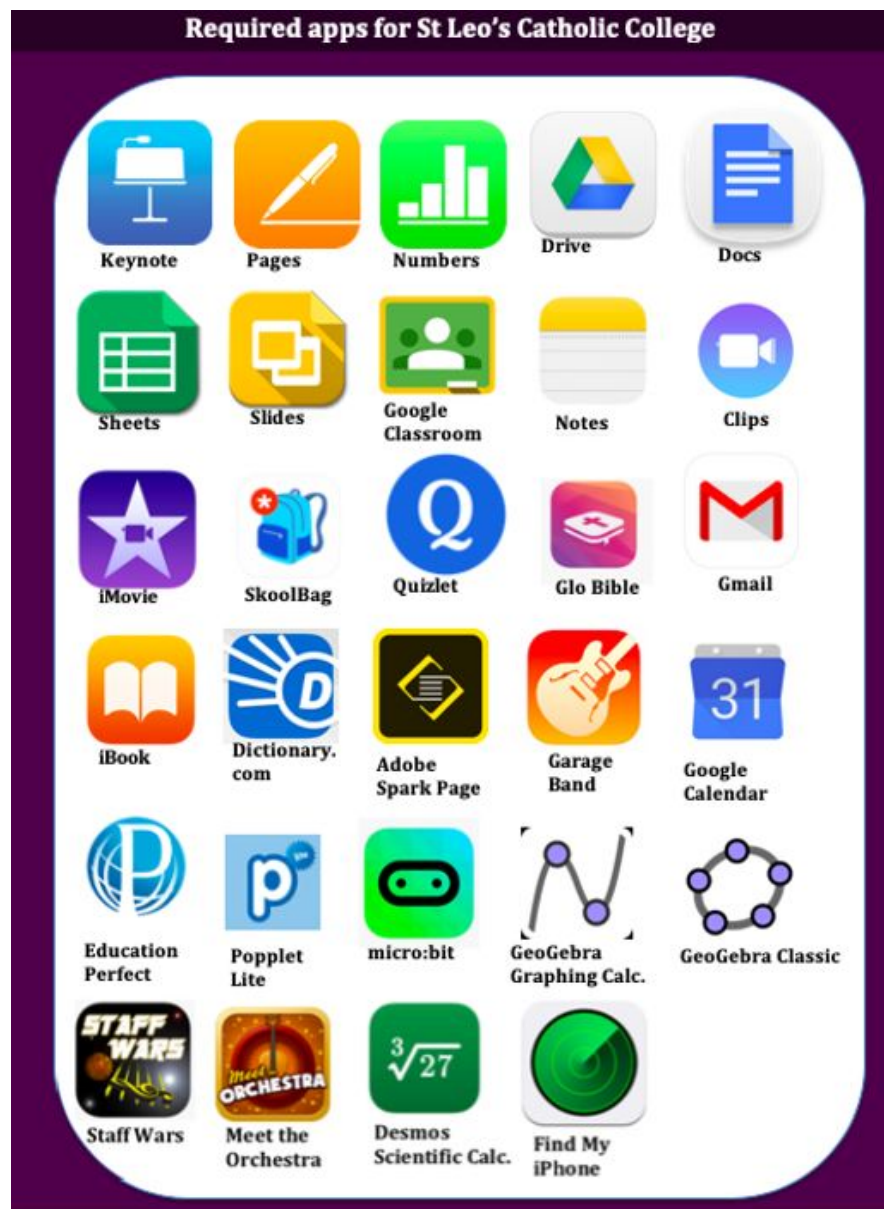
IPAD REQUIREMENTS

Activity	When	Requirements/ Specifications	Person responsible	Further Information
Purchase iPad	Prior to the 29th January	Minimum requirements: 7th Generation, 10.2 inch screen - 32GB (we strongly recommend 128GB) Apple iPad	Family	Apple Care is required Wifi only capability is strongly recommended. If the iPad is cellular enabled, then the SIM card must not be in the device when it is in use at the College. Please note: an iPad mini does not meet the College minimum standards. These devices cannot be connected to the College WiFi network
iPad cover and keyboard	Prior to the 29th January	Suggested cases: <ul style="list-style-type: none"> ● ClamCase Pro Keyboard Case ● Incipio ClamCase ● OtterBox Defender Case ● Griffin Survivor Extreme Case Bluetooth keyboard and screen protector is	Family	Students must use a robust case with their iPad

		required if not built-in to the case		
iPad set-up	Prior to the 29th January	Activate the iPad by following the prompts on your son/daughters device. Log in with an Apple ID. if you do not have an Apple account, then you will need to create one. Download the required Apps from the App store for learning (see page X for details)	Family	Please ensure that games are not loaded onto your son/daughters device
Connection to the College WiFi	From Term 1, Week 2	Students will be connected to the network in Week 2. This will be followed by an elearning 'bootcamp' in Week 3	College eLearning coordinator	
Google Classroom	From Term 1, Week 2	Students will be joined to our College LMS during school time.	College eLearning coordinator	Students will be introduced to Google classroom during the elearning 'bootcamp'.
Download eTextbooks	From Term 1, Week 2	Students will be provided with access to e-textbook accounts.	College eLearning coordinator	
Set up Google and school email accounts	From Term 1, Week 2	Students will set up these 2 accounts during eLearning 'bootcamp'	College eLearning coordinator	Please do not set up a google account for your son/daughter as this will be done during their 'bootcamp' session
Apple classroom	From Term 1, Week 2	This will provide your son/daughter with additional security as it allows teachers to monitor app usage during class time,	College eLearning coordinator	

		ensuring that your son/daughter is accessing relevant/ appropriate information at the right time		
Set up Google Drive Folders	From Term 1, Week 2	Students will learn more about the use of google drive folders during their eLearning 'bootcamp'	College eLearning coordinator	

APP STORE DOWNLOADS



TECHNOLOGY FREQUENTLY ASKED QUESTIONS

Question	Response
Does the College have a preferred supplier where I can purchase my son/daughters iPad?	No. The College does not have a preferred supplier. We do however suggest that you try and any of the major Apple retailers (Apple, JB HiFi, Dick Smith) to ascertain the best price. In saying this, the Apple Store does provide St Leo's students with a small discount (approximately 5-7%) on all Apple products bought through their store.
Can my son/daughter using an existing Apple ID that is not their own?	No. It is important that students have their own individual Apple ID, unique from the rest of their family. It is however recommended for Year 7 students that these ID's are set up through Family Sharing. Family Sharing allows for six people to share each others iTunes,iBooks and App Store purchases without sharing accounts (Apple ID). It enables you as the parent to approve and pay for family expenses from your own device.
Do I need to use an Apple Pencil or compatible stylus with the iPad?	The purchase of a stylus is optional. It allows your son/daughter to draw and write on the iPad in the same way as they would on a piece of paper. This unlocks many new possibilities in the iPad use.
Do I really need to purchase a case for my son/daughters iPad?	Yes. The case will provide added protection from accidental damage or breakage. The addition of a name tag will also provide ensure we can easily identify devices that have been lost.
Where should my son/daughter leave their iPad when they are not using it?	iPads should be locked safely away in the students allocated locker when they are not in use. Personal property such as iPads are not insured by the College as such the College does not accept any responsibility for loss of or damage to these items.
Will my son/daughter be using the iPad for the majority of their lessons?	Yes, The majority of learning is directed through technology. The apps note for download on Page 12 will ensure that you son/daughter can successfully complete the various class and homework tasks. Students may also be required to download additional apps for use in classes such as Music or Art.
Who is responsible for repairing my son/daughters iPad?	Apple Care is a requirement for your son/daughter's device. If their device is damaged then you will need to make an appointment with the Apple Shop or their preferred provider to arrange for repairs or other support.

<p>My son/daughters iPad is broken and they have an assessment task due tomorrow, What should they do?</p>	<p>Students are encouraged to use google drive for all class and home activities as this backs up their work without the need to hit the SAVE button. By doing this students can then access their work via their google doc, using any device.</p> <p>Students are also encouraged to have icloud active s that any app files are backed up as well. If for some reason the above processes have not been put in place, then your son/daughter should contact their teacher directly to make alternate arrangements for handing in their assessment.</p>
<p>My son/daughters iPad needs to be rebuilt/restored to factory settings. How do I reload the apps again?</p>	<p>A record of apps downloaded through the App Store (paid or free) will be retained in the app store history of purchases, even if the iPad is wiped. Any work saved via Google Drive or iCloud can also be restored.</p> <p>If the iPad has been rest, your son/daughter will be able to login to the App Store using the same ID you initially set up and reload all the apps. You can also find additional help on how to do this by accessing the App Store support site.</p> <p>Please note: Your son/daughters iPad will also need to be re-enrolled onto the College's It environment. This can be done by visiting the College IT Support Office located in Xavier Court (near the Aquinas Resource Centre)</p>
<p>What measures does the College take to ensure safe use of the Internet</p>	<p>We are committed to providing a safe online learning environment for all ou students. The Diocese of Broken Bay network only allows students to access sanctioned websites. We use resources from eSafety (www.esafety.com.au) and other sources to promote digital citizenship skills and to equip all users of technology with the skills and strategies necessary to become smart, safe and responsible users of technology..</p>

LOCKERS

Students will be issued with a Locker in the first few weeks of Term 1. Students will need to provide their own suitably sturdy lock. It is recommended that students use a padlock with a code and provide the code to their Mentor Teacher.

Students should keep valuable items such as wallets and phones on their person. Lockers can only be accessed before school, recess, lunchtime and after school. College bags should be stored in student lockers during classes. Students can carry their books between classes in a pencil case or in a College Satchel.

DAILY SCHEDULE/BELL TIMES

Students are expected to arrive at the College in good time for the commencement of the school day and will be considered late if they are not at school and in class by 8:30am.

The College Operates on a fortnightly cycle. In 2020, the College will move to a 5 period day starting at 8.30am and finishing at 3.05pm each day, except for Permitted early leave which is explained in detail below. Each period will run for an hour with Recess and Lunch being 30 minutes each.

A schedule of the Bell Times will be provided on your son/daughter's first day at the College

Permitted Early Leave occurs each Tuesday Day 2 meaning that students may leave school at 2.00pm every Day 2 of the fortnightly cycle if there are no prior appointments made by teachers at the College. Early Permitted Leave provides time for staff to be involved in a comprehensive Professional Development program aimed at enhancing their teaching methods, therefore enhancing the learning experience. It also allows time, on a needs basis, for teachers to see a group of students for academic or pastoral reasons without interrupting classes.

Prior notification will be given to students (written in their diary) if a teacher needs them on a Permitted Leave Day. In this instance, students will be dismissed by 3.05pm to ensure that these meetings do not interfere with extra curricular activities or disrupt their travel time home.

PLAYGROUND SUPERVISION

Morning playground supervision commences at 8:15am. Please note there is no supervision in the playground before time, however your son/daughter is welcome to wait in the Aquinas Resource Centre from 7.30am.

STUDENT ATTENDANCE

Education for your son/daughter is important and regular attendance at the College is essential for them to achieve their educational best and increase their career and life options. We understand that there may be times when your son/daughter needs to be absent during the school year. Any full day absences can be recorded via the College Skoolbag App, College Parent Portal or by phoning the College directly on 9487 3555.

Following an absence from the College you must ensure that within seven (7) days you provide the College a verbal or written explanation for this absence. This can be completed by submitting an absence note via the College Skoolbag App, College Parent Portal or phoning the College directly on 9487 3555 or by sending in a written note with your son/daughter which is to be handed to Student Services.

If your son/daughter has a planned appointment and will need to arrive late to the College please notify us as soon as you become aware of this by submitting the details via one of the methods previously described. Any student who arrives after 8.30am will need to first sign-in with Student Services before going to class.

Any regular late attendance or unexplained absences will be followed up by the Director of Students in conjunction with your son/daughter's year Leader.

You are able to view your son/daughter's attendance online through the Parent Portal. An email alert is sent out to parents each morning to notify them of any unexplained absences.

LEAVING EARLY

Where possible Dentist, Doctors and other appointments should be made outside of school time. However if there is an instance where your son/daughter needs to leave the College during the day we need to ensure that they do so with your knowledge and permission. To ensure the ongoing safety of our students, the following process has been developed and should be followed in all instances where your son/daughter needs to leave school early:

1. A note signed by a parent/caregiver in your son/daughter's diary on the day they are required to leave early, including the time and reason for leaving early.
2. Upon arrival at school, your son/daughter should present their diary to their Year Leader who will countersign the note provided by you.
3. Just prior to the time that your son/daughter is to leave the College they should make their way to Student Services to be formally signed out of the College.
4. Student Services will provide your son/daughter with a leave slip which should be retained in their diary until they arrive home.
5. Once signed out, you can either pick up your son/daughter from the College Reception located in the McAuley Administration Centre or make arrangements to meet them at one of the College entrances.

APPLYING FOR LEAVE

The NSW Education Standards Authority (NESA) requires that students attend every school day unless there is a legitimate reason for absence – e.g. illness. We understand that there may be instances where due to circumstances beyond your control that your son/daughter needs to be absent for an extended period of time. In this instance, we ask that you follow the process outlined below:

1. As soon as you become aware of the need for extended leave, email the College at stleos@dbb.catholic.edu.au notifying them of the details of this leave, including length of time your son/daughter will be away from the College and the reason why this leave is required. This email will be passed onto the Director of Students.
2. Your son/daughter should then visit the Director of Students office located in Xavier Court to obtain the necessary paperwork. **Note:** There are two types of leave request; Exemption from Attendance (under 10 days) and Application for Extended Leave (over 10 days).
3. Once you have completed the appropriate form have your son/daughter return it to the Director of Students who will review the request. **Note:** Leave over 10 days will need to be approved by the Catholic School Office (via the College). The Director of Students will notify you in writing of the final outcome.

It is important to remember that the College SKoolbag App **should not** be used for extended leave requests.

Students are responsible for catching up on any work missed during their absence. They should ask their classroom teachers for assistance prior to taking their leave.

THE AQUINAS RESOURCE CENTRE

The Aquinas Resource Centre is located in Xavier Court and is open to all students every day before school from 7.30am, during recess and lunch as well as after school until 4pm. Staff are always happy to provide assistance to students. A cafe with a coffee machine, microwave and toaster are also available for students use. Hot chocolate/coffee can be purchased for \$2 a cup.

TRANSPORT

Free travel is granted to eligible students between home and school only, by the most direct and cost effective route. Students are required to travel by the same route in both directions and must live more than 2.6kms in a direct line from school, or 2.9kms walking distance. Instructions for applying for transport passes are included in this package. A list of bus routes etc is also provided for your information. Applications for Student Opal Cards are completed online via www.transportnsw.info/school-students. Please contact College Reception if you have any questions.

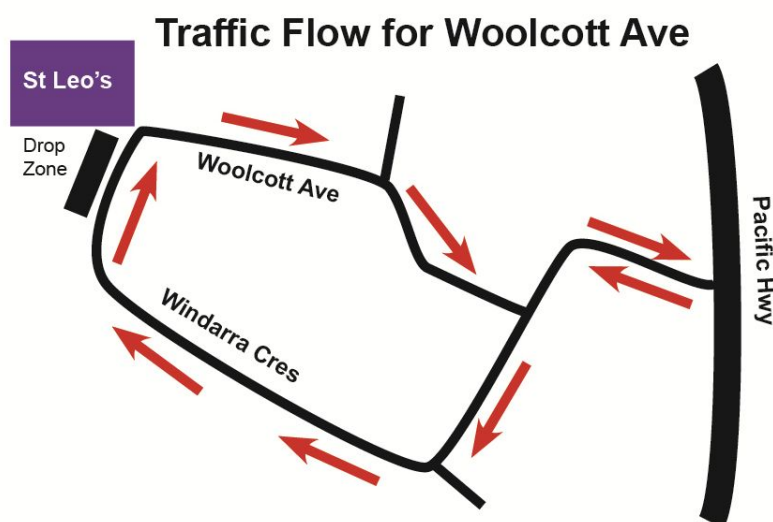
SAFETY ISSUES

The safety of your son/daughter is our highest priority. It is essential that all students who walk to and from school follow road safety procedures, such as crossing at marked crossings and following traffic signals, particularly on the Pacific Highway. We ask that you discuss this with your son/daughter.

A senior member of staff is on Pacific Highway duty (Waitara Station) and at Yardley Ave Bus stop at dismissal time of an afternoon.

Please note to ensure student safety there is no vehicle access to the College driveways before or after school. Please do not block driveways as this can significantly obscure your son or daughter's field of vision.

If you intend dropping off/ picking up your son/daughter at the Woolcott Avenue entrance to the College, we ask you to assist with traffic flow by entering Windarra Cres from the Woolcott Ave end in a one way direction.



When parking in the surrounding streets ensure that you leave plenty of room for residents to enter and exit their driveways. Please note it is illegal to double park.

UNIFORM EXPECTATIONS

Students are to wear the College uniform throughout the school day and while travelling to and from the College and attending any College sanctioned functions. They are required to maintain a standard of dress and grooming that shows pride in themselves and the College. The College uniform should be worn with pride and dignity and kept clean and in good order at all times.

As outlined in the College diary the students' uniform enhances a sense of belonging to the College community. Wearing the uniform correctly shows pride in one's appearance and enhances the reputation of the College in the wider community. If students are not in correct uniform they must report to their Year Leader before 8.30am, with a note from you at which time they will be issued with a Uniform Pass. The consequence of being out of uniform without a Uniform Pass may result in a Uniform Demerit. Year Leaders will follow up with a student, in the first instance, where it has been identified that they are not meeting the uniform standards. Repeated infringements may lead to a Friday detention.

Students wear the Summer College Uniform in Terms 1 and 4 and Winter College Uniform in Terms 2 and 3.

Students wear their College Sports Uniform only on the day they have Sport. Students must come to school in normal school uniform and change into Sports Uniform on the days they have practical PDHPE classes.

Appendix 2 contains a copy of the items required to be purchased by all students and also outlines the College expectations for Grooming.

Cowan and Lewis are the sole provider of our College uniform. Please refer to the College Uniform Price list included in your Welcome Pack. The following link will direct you to the St Leo's Catholic College page on the Cowan and Lewis website:

[Cowan and Lewis - St Leo's Catholic College](#) where you will find all the information necessary to complete an online order for your son/daughter's uniform.

Please note that Cowan and Lewis have requested that all Year 7 uniform orders be placed by the 10th December to ensure delivery prior to the 29th January.

Cowan and Lewis Contact details

Cowan and Lewis Uniform store: 1315 Pacific Highway, Turramurra

Tel: 9449 9777

Fax: 9440 8931

Email: sales@cowanlewis.com.au

Opening hours: 9am-5pm (Mon to Fri)

9am-midday (Sat)

COLLEGE COMMUNICATION

At St Leo's, we believe communication is key to creating the effective ongoing partnership between the College and home that creates the best possible learning environment for our students. We have a range of tools in place to assist with communicating important information between the College, students and families, including:

STUDENT DIARY

A St Leo's College Diary will be given to all students at the start of the year. The College diary is an important organisation tool for students. It is to be kept in a neat and tidy state at all times, free from stickers and 'art work'.

COLLEGE PORTAL

The College Parent Portal is designed to provide active links so you can easily access important information relating to your son/daughter's wellbeing and academic progress. This tool will support the ongoing partnership between home and school. This Portal is used to record all Merits and Demerits. A weekly digest outlining all Merits and Demerits recorded for that week is emailed to parents at the end of each week. Academic results and reports are also accessible through this Portal. Parents will be provided with details about how to access their Account in Term 1. In 2020, the College will be launching a new parent portal known as Compass. More information will be provided to you early in the New Year.

COLLEGE SKOOLBAG APP

The College App (Skoolbag) is another important communication tool that provides the ability for swift and concise dissemination of information to parents and friends of the College. This is useful for urgent notices should excursions be cancelled, reminders about camps/excursions and even emergencies such as fire or lockdown. Absence notes can also be submitted through the College App. You can download Skoolbag either from the *Google Shop*, *The App Store*, or *Windows Mobile* using the links below or by simply typing St Leo's Skoolbag into *Google* or *The App Store*

iPhone/iPads: <https://itunes.apple.com/au/app/st-leos-college-skoolbag>

Android: <https://play.google.com/store/apps/st-leos-college-skoolbag>

Windows mobile: <https://www.microsoft.com/en-au/store/apps/skoolbag>

THE COLLEGE NEWSLETTER - THE PRIDE

The Pride is our community newsletter, produced 2 times per term. It provides parents with highlights of significant events that have taken place at the College throughout the term

THE PARENTAL LION ROARS

The Parental Lion Roars is a weekly bulletin detailing important information for the coming 1-2 weeks. This publication is e-mailed to all parents on a weekly basis during the term.

MEDICAL CONDITIONS – ACTION PLANS

The College is committed to supporting students' health and wellbeing and requests that you provide the College with any relevant health information essential to supporting your son/daughter. Whilst this information is collected at enrolment it is crucial that any change in this information is provided to the College immediately.

Any student who suffers from anaphylaxis, severe asthma, diabetes, epilepsy, heart conditions or other significant medical conditions is asked to complete additional action plans/health care plans. If this applies to your child, please contact the College via email

stleos@dbb.catholic.edu.au and an appropriate form will be emailed to you for completion.

These plans must be completed in writing and signed by the parent/guardian and the medical practitioner/prescribing or qualified health professional.

MEDICATION

Staff at St Leo's Catholic College will only be able to administer medications to students when accompanied by written instructions from a medical practitioner. This includes all prescribed medications such as for diabetes or ADHD, and all non-prescribed medications such as Panadol and Nurofen. This policy relates to every student at the College, and is applicable when a student is on campus or at any school related activities such as excursions, camps or sporting events.

If you have any queries regarding this notification, please email your child's Year Leader.

NUT PRODUCTS

The College has a commitment to minimise the risks associated with severe anaphylaxis reactions to nuts. While it is impossible to create a risk free environment, staff, students and parents can take important steps to minimise the potentially fatal allergic reactions. For some people, severe allergic reactions can be triggered not only by eating foods, but also by their touch and smell.

It is essential that nuts and foodstuffs that contain traces of nuts are not brought to school. If a student suffers from a severe allergy they and their family must take responsibility for their ultimate safety through education, medication and dietary habits.

VOLUNTEERS

The College strives to work in partnership with parents. We rely heavily on the generosity of parents volunteering their services to support their children at the College. There is an expectation for parents to become involved at some level through attendance at Parent Involvement Evenings (once a Term) and Parent Information meetings or through "a hands on approach" to events and activities. It is through this involvement that a real partnership is formed.

There are many areas where support from parents would be greatly appreciated. These opportunities are not only rewarding but your son/daughter will really enjoy having you share in their life at the College.

The following is a list of opportunities for you to work in partnership with the College to support Educational Outcomes and encourage Spiritual Growth:

- Literacy & Numeracy Programs
- Assistance in planning Parent Network/Principal Update discussions and/or facilitating forums
- Assist with preparing meals for the homeless (“The Dish”)
- Fundraising for Social Justice Outreach program(s)
- Actively developing Social Justice Outreach program(s)
- Help organise evening reflection sessions
- Volunteer your talents/skills/time/Exam reader/writers
- Year/Class Parent Representatives
- Assist at College events
- Admin support for Parent Network or Social Justice Outreach program(s)
- Planning and event coordination
- Social and Other Supporting Opportunities

THE HOUSE SYSTEM

Each student is allocated to one of the eight College houses. These houses: Aquinas, Bakhita, Chanel, Loyola, McAuley, MacKillop, Theresa, and Xavier have been named in honour of Saints and venerable women and men who have transformed the world through faith filled action. Students will be involved in a range of house activities throughout their time at the College. Each house is led by the House Ambassador whose mission is to assist the students in the house to grow in each of the six growth domains, while providing pastoral care and a deep house spirit.

The house colours are:

House	Colour	House	Colour
Teresa	White	MacKillop	Bronze
Bakhita	Purple	McAuley	Aqua
Aquinas	Green	Chanel	Blue
Loyola	Gold	Xavier	Red



CATHOLIC MISSION

Catholic schools in the Diocese of Broken Bay exist to educate and form young people in Catholic discipleship: offering them experiences of following Jesus as members of the Catholic community and offering students the opportunity to freely respond to the Gospel. Evangelisation and Catholic Formation of students, staff and family remains the core focus of the mission of St Leo's Catholic College. To that end, Religious Education, Youth Ministry, Liturgy, Faith in Action and Retreats form the branches that support the overarching goal of Evangelisation. Such endeavours form a synergistic framework of support and nourishment to foster spiritual development and a deep, personal relationship with God.

We challenge our community to take to heart our motto: God's law in our hearts and by living this fulfil His call: *'Hear then what your God asks of you, ... to act justly, love tenderly and walk humbly with your God.'* Micah 6:8

The College Mission statement is framed by a Christ centred charism. This charism model recognises that Jesus is our centre and that our greatness stems from this profound belief.

Framed by Mary as the 'way to Christ', four core College values ripple outwards in the shape of the cross - Prayer, Scripture, Service and Community. These ripples extend further as these values merge.

- The fruit of community and prayer is **faith**
- The fruit of prayer and service is **Agape** (sacrificial love).
- The fruit of service and scripture is **social justice**
- The fruit of scripture and community is **courageous learning** - a learning that is life long that seeks the immensity of the divine.

Such principles form the hallmarks of the St Leo's family and guides all activities within our community. Such activity is informed by the theological writings of Pope St Leo the Great.

LITURGY

The College prayer and liturgical life is an integral part of its identity as a Catholic school. When we gather as a school community Jesus Christ forms the centre of our gathering. Called together in prayer we respond to St Leo's motto to have "God's Law in our hearts." At our fortnightly assemblies, during Mentor Group and during liturgical and significant events we celebrate our faith together through prayer and the sacraments. We pause daily at midday for the call to prayer where staff and students explore the presence of God in their day through the Examen (an Ignatian Spiritual Exercise).

Students, staff and parents are encouraged to participate in all liturgical celebrations. Students who are not Catholic are encouraged to come forward to receive a blessing at the time of communion.

We have the celebration of the Eucharist every Friday lunchtime at 1.00pm in the College Chapel. All members of the community are invited to attend. Period One begins with prayer as well as all Evangelisation lessons across the College. Such practices form an essential component of developing a personal relationship with God.

EVANGELISATION AT THE COLLEGE

As a Catholic College we are called upon to touch both the hearts and minds of our students. At St Leo's this is achieved through developing students' knowledge of the history and teachings of our Christian faith and the rituals and practices of our Catholic Church in an atmosphere of academic rigour within the classroom. All learning within Evangelisation classes has at its core a focus on generating experiential opportunities of encounter with the divine. Units are designed to gradually unfold deeper understandings and experience of Jesus to foster a life lasting and life changing relationship.

In Years 7-10 student learning builds an essential understanding and appreciation of core beliefs and practices that support such a relationship. In depth exploration of the Bible informs this understanding as they progress through a learning journey that explores the breadth of people, place and faith that covers the Covenantal beginnings in Judaism up to the living, dynamic and diverse Christian family that spans the globe today. Students are equipped in discipleship to respond to God's call by exploring ethical issues, Catholic Social Justice teachings and are challenged to identify what it means to respond to God's call using the example of Mary and the Saints.

The Evangelisation suite of learning experiences also offers a specific program for Semester One that is tailored for students who are attending a Catholic School for the first time. The 'Oikos Program' aims to meet students at their own point of learning; to gently develop a sense of belonging, an understanding of life in a Catholic school and to explore the exciting adventure of developing a relationship with Jesus.

RETREATS AND SPIRITUALITY DAYS

The suite of Retreats and Spirituality days are part of the Evangelising enterprise at St Leo's. They are generally held away from the distractions of the normal school environment to help students to better explore who they are, their spirituality, their future and their relationships with each other and God. They provide an opportunity for students to reflect on various aspects of their development as spiritual beings. This includes experiences of music, prayer and ritual that enhance their understanding and support them as they journey toward adulthood. This is a vital element of their 'holistic education' in a Catholic environment where the 'spiritual' is given priority.

SOCIAL JUSTICE – FAITH IN ACTION

Social Justice is a biblical mandate. The College works to provide opportunities for students to put their faith into action. Social outreach is an important focus of our ministry of witnessing the dignity of all those who suffer disadvantage and seeing the face of God in them. Students are encouraged to participate in social justice initiatives at the College such as the Overseas and Outback Immersion experiences, St Vincent de Paul activities, regular visits to a local nursing home, supporting Year group charitable activities, and Street Retreats that engage with and support the homeless. The College proudly offers the *Faith In Action Suite* that provides 14 individual programs that are 'face to face' opportunities to serve vulnerable individuals and communities.

YOUTH MINISTRY

The College has a Youth Ministry Leader who plays a significant role in providing opportunities for students to be involved in:

- Social justice and outreach programs through the *Faith in Action Suite*
- Spirituality days and Retreats
- Eucharistic ministries and sacramental preparation with *Right of Christian Initiation of Children* (RCIC)
- The Liturgical life of the College and prayer experiences
- Linking students to broader experiences of Church including parish, praise festivals and Australian Catholic Youth Festival (ACYF)

PASTORAL CARE

The Pastoral Care program permeates every aspect of the life of the school – spiritual, academic, social, cultural and physical.

The College has in place sound systems and structures that build resilience and a healthy school community recognising all members of the College. It has a strong Catholic pastoral philosophy, a positive and welcoming and informed community, well developed policies, practices and procedures and a safe and supportive environment that fosters the individual differences, gifts and talents of all. This ensures that all have the opportunity to reach their full potential, achieve their personal best and feel happy, safe and valued.

Each student is a member of a Mentor group. Their Mentor teachers along with the Year Leader play a special role in their Pastoral care at the College. Mentor teachers meet with their Mentor group each day. Their role is to attend to the administrative matters of the College, deliver the Mentor pastoral program that focuses on the four areas of Resilience, Mental Health and Wellbeing and Positive Relationships, and be a significant support for their wellbeing.

The Director of Pastoral Care and Wellbeing oversees the Pastoral program and works with the Year Leader to monitor school policies, procedures and practices to ensure they are congruent with pastoral care aims and guidelines, and that they contribute positively to students' welfare and development.

The College has a full time Counsellor (Mrs Newham) whose role is to facilitate the emotional, academic and social wellbeing of students across the College. Mrs Newham works closely with students, staff and parents to ensure a coordinated strategy for students as required. The Counsellor provides a confidential service to students and is bound only to disclose matters by Keep Them Safe legislation. Mrs Newham may be contacted by phone for appointments. Students can access Mrs Newham via their Year Leader.

BEHAVIOUR MANAGEMENT AND DISCIPLINE

Behaviour Management and Discipline operate within the College's overarching concern for Pastoral Care. The aims of disciplinary procedures are to ensure the welfare and good order of the community, the development of responsible behaviour in students and the promotion of a respectful, secure and healthy environment for all members of the school community.

Our system of pastoral care of students is based on the principles of Restorative Justice, which is founded in the Gospel values of forgiveness, reconciliation and the dignity of the human person. A proactive, positive stance to resolving issues is undertaken before they become problematic. The system of behaviour management encourages our students to develop skills in self-management, placing reconciliation and restoration of relationships as the primary responses to inappropriate behaviour. The processes in the management of student behaviour provide them with the opportunity to recognise inappropriate choices and to remedy the situation.

It is necessary that consequences for inappropriate behaviour are sometimes imposed, but these must be fair and just. Inappropriate behaviour is defined at St Leo's as behaviour which impedes the learning of self or others, the ability of teachers to teach cohesively or behaviour which damages relationships between students, or students and staff.

A structured system of behaviour management is in place for students who have poor attendance, incomplete homework or coursework and for inappropriate or unacceptable behaviour.

CODE OF CONDUCT

There is an expectation that all students and staff will behave in ways that display the values that foster our Mission Statement. We aim to promote positive behaviour and to ensure that at St Leo's Catholic College all students are safe and able to learn all of the time.

The table summarises the behaviours expected in order for students to uphold the College values and to show respect for self, respect for others and respect for the environment.

Mission Statement	Values	What does it look like at our school?
Confident Catholic young men & women	Dignity and Respect	<ul style="list-style-type: none"> ● Respect others in all ways ● Model responsible behaviour ● Be enthusiastic ● Have personal goals ● Set high standards and expectations ● Believe in yourself ● Work together to support each other
Competent Catholic young men & women	Integrity	<ul style="list-style-type: none"> ● Do our best at all times ● Provide an active and respectful learning environment ● Be punctual ● Act honestly & take responsibility for our own actions ● Act safely & follow directions ● Come fully prepared for class – right attitude & right equipment ● Use the College diary effectively ● Make good choices
Catholic young men & women of Conscience	Hope and Justice	<ul style="list-style-type: none"> ● Listen to each other ● Be aware of the feelings of others ● Forgive others ● Be a positive bystander ● Learn from mistakes ● Care for our environment – look after our amenities and equipment, place rubbish in the bins ● Remember “Hands Off” at all times ● Be considerate of others' privacy ● Be consistent ● Give a chance for all to succeed at their own level

TEACHING AND LEARNING

As a comprehensive high school, St Leo's provides a high standard of education that promotes the academic, spiritual, personal, social and physical development of each student. Our school is committed to excellence in all areas of education and to the pursuit of learning as a lifelong experience. Our teachers are well prepared for their classes and we expect our students to bring commitment and diligence to their learning experience in the College.

St Leo's Catholic College offers a broad curriculum that seeks to:

- foster and challenge the individuality, creativity, initiative and ability of all students;
- provide structures that enable students to study in the areas and levels most appropriate to their abilities, needs and interests.

The College emphasises:

- the acquisition of skills and attitudes necessary for the organisation of knowledge in such a way that concepts and phenomena are adequately explained and their usefulness enhanced through an integration of skills, processes and content;
- that learning is a human endeavour and the way in which it relates to people is of fundamental importance through the incorporation of Christian and Catholic values;
- the importance of meeting the needs of the individual through ability groupings, differentiated curriculum and strategies that cater for individual learning styles;
- the necessity for independent learning strategies through integrated, sequenced activities designed to build learning skills;
- the responsibility all teachers have as teachers of literacy and numeracy through specific strategies for the development of literacy and numeracy;
- the responsibility all teachers have in supporting and implementing information, communication and learning technologies through specific strategies for incorporating appropriate technologies.
- a love for lifelong learning

PATTERN OF STUDY

Students in Year 7 study the following core subjects – Religious Education, English, Mathematics, Science, Human Society and its Environment (HSIE), Visual Arts, Music, Personal Development, Health and Physical Education (PDHPE), and Technical and Applied Studies (TAS) and Information and Communication Technologies (integrated across all subjects). In Year 8 the students will also complete a 100 hour Language course (currently French or Japanese).

REPORTING

Parents are able to access their child's results in formal assessment tasks throughout the year through the College Parent Portal.

In addition to this the College produces four formal Academic reports for students in Year 7:

- Term 1 Interim Report – available at the end of Term 1
- Semester One Report – available at the end of Term 2
- Term 3 Interim Report – available at the end of Term 3
- Yearly Report - available at the end of Term 4

HOMEWORK

Homework is set by teachers to supplement, extend and consolidate classroom learning outside school time and benefits students by complementing classroom learning, fostering good study habits and providing an opportunity for students to be responsible for their own learning. Students in Year 7 are expected to complete 1½ hours of homework/study each night, 5 times per week.

EFFECTIVE STUDY HABITS

Study skills are not innate qualities of students – they must be modelled, taught, practised and nurtured. These skills are taught to the students in the specific classes and also through the Mentor Program delivered by the Mentor teacher and Year Leader.

Parents are asked to assist in this area – by providing a conducive study environment at home, free of distractions and parental support to be available for checking of homework (reading the work to be handed up) and suitable supervision when using computers/iPads.

LEARNING SUPPORT

St Leo's is a school community that caters for a wide range of students with specific individual learning needs. At St Leo's we promote a culture of embracing individual differences, the inclusion of all students in school activities and support every student to achieve their personal best.

Learning Support staff at St Leo's work closely with Year Leaders and teachers to ensure the identification and appropriate support of students who find learning challenging. Learning Support initiatives are integrated into the school programs to support individuals and groups of students to access the curriculum.

CO-CURRICULAR SPORT

At St Leo's we believe that each individual is blessed with God given gifts that should be nurtured and shared for the benefit of the whole community. We are committed to offering each of our young people this opportunity in a wide range of co-curricular activities.

Opportunities exist for students to compete in a range of representative sports. St Leo's is a member of the Broken Bay Secondary Schools Sports Association (BBSSSA). This sporting association provides the pathway for students to represent at Combined Catholic Colleges, NSW All Schools and of course, Australian Schools level. BBSSSA has Gala Day selection tournaments throughout the year in a wide range of sports.

The College also competes in the Peninsula Cup competition providing opportunities for students to compete in weekly representative sporting competition afterschool in a number of sports.

All students in Years 7 – 10 are involved one afternoon per week in the comprehensive College Sport for Life program.

CREATIVE AND PERFORMING ARTS

Students have the opportunity to be involved in a range of performing and creative arts co-curricular activities.

There are a range of music activities, ensembles and groups that students can be involved in at the College including:

- Major Production
- Vocal Ensembles (Bel Canto, Max 12, Male Vocal Group)
- Symphonic Band
- Concert Band
- Stage Band
- String Ensemble
- Rock Band
- Female Rock Band
- Accordion Group
- Leo's Drum Line
- Jazz Dance Ensemble
- Contemporary/Lyrical Dance Ensemble
- Stage 4 Dance Ensemble
- Theatresports
- Stage 4 Drama Club
- Photography Club
- Studio concerts
- Eisteddfods

Students who belong to any of the music ensembles may hire instruments if required.

Private tuition during College hours is available for piano, voice, saxophone, clarinet, flute, guitar, (acoustic, electric and bass), trumpet, trombone, strings, drums and percussion.

Further information can be found in the *Creative and Performing Arts Co-curricular Handbook*.

CHILD PROTECTION

We take our responsibility to protect children seriously. All staff are expected to promote child safety by having a clear understanding of their legal child protection responsibilities and act in accordance with those responsibilities.

In particular, the school will:

1. Maintain professionalism in our interactions with children and young people at all times by exercising appropriate duty of care and maintaining appropriate professional boundaries.
2. Follow an established process to address allegations of inappropriate behaviour by staff towards children and young people.
3. Ensure all people working in our school who are required to undertake a “Working With Children Check” have a valid clearance.
4. Respond appropriately when we suspect a child or young person is at risk of significant harm due to possible abuse or neglect by a parent/carer or other adult.

COMPLAINTS

We take complaints seriously and try to resolve them in the most appropriate, efficient and confidential manner possible:

If you have a complaint about a student other than your own child you should raise it with the Year Leader.

1. If your son/daughter has a complaint about another student they should raise the issue with the relevant teacher, Leader of KLA or Assistant Principal.
2. If you or your son/daughter has a complaint about a staff member relating to teaching and learning, the issue should first be discussed with the relevant teacher, Leader of KLA or Assistant Principal.
3. If you or your son/daughter has a complaint about the inappropriate behaviour of a staff member towards any child or young person, your concern should be directed to the Principal and confidentiality must be maintained
4. A brochure *A Guide to Making a Complaint* is available at College Reception of the College and on the College website. This clearly outlines the processes and procedures available to students and families who have a complaint.

MAINTAINING PROFESSIONALISM

All staff are expected to act professionally and in accordance with the school’s expectations regarding staff conduct toward children and young people. Members of staff receive guidance and professional development in relation to appropriate interactions with students, how to exercise duty of care and how to maintain professional boundaries.

We understand that staff have a duty of care to:

- ensure no child or young person is exposed to foreseeable risk of harm
- take action to minimise risk;
- supervise actively and
- report concerns of other acting inappropriately to the Principal immediately or seek further advice.

College staff also understand that they are in a position of trust, authority and influence in relation to children and young people and that it is important that we do not take advantage of that position to mistreat or misguide them either intentionally or inadvertently.

Staff strive to:

- Demonstrate appropriate relationships with children and young people that cannot be misinterpreted as overly personal or intimate;
- Remain within the responsibilities of their roles and allow those appropriately trained to deal with student welfare concerns;
- Minimise physical contact with children and young people unless it is necessary to exercise an appropriate duty of care;
- Follow the school's policies and procedures relating to pastoral care and wellbeing including serious incidents and reporting risk of harm.

ADDRESSING COMPLAINTS OF INAPPROPRIATE BEHAVIOUR BY STAFF

We are committed to providing a safe and supportive environment for both students and staff. This includes addressing complaints of inappropriate behaviour by staff towards any child or young person.

Such complaints are handled differently to other types of complaints which may arise in the school because of legal obligations established by the NSW Ombudsman Act 1974. The NSW Ombudsman is a government agency which requires schools and other organisations working with children and young people to ensure systems are in place for recording and responding to all allegations of a child protection nature against staff. You should be aware that 'staff' includes volunteer helpers as well as paid staff.

If you have concerns about alleged inappropriate behaviour by a staff member towards any child or young person it is important that you discuss your concerns with the Principal who in turn will consult with the CSO's Child Protection Team.

All complaints are investigated and resolved through a fair and confidential process which involves listening to 'both sides of the story' and giving all involved an opportunity to be heard. If the concerns involve alleged criminal behaviour they will be reported to the Police and the CSO will wait for the outcome of the Police investigation before continuing its own investigation.

At the end of an investigation a finding will be made and appropriate follow up determined. In relation to the staff member this may include no action, increased support, professional development, increased supervision/monitoring or disciplinary action, removal from duties or termination of employment.

If harm has occurred to a child or young person, counselling or other support will be offered.

SCREENING OF THOSE WORKING IN SCHOOLS

Working With Children Checks are undertaken by all staff working in our school. External Mentors and coaches working with students in dance, music, sport, art, etc, are also expected to obtain a check which is verified prior to engagement.

The purpose of the check is to exclude people from working with children and young people who are not suitable. A person who has been convicted or found guilty of a listed serious offence against children (whether in NSW or elsewhere) is prohibited from child-related employment.

PARENT HELPERS/VOLUNTEERS

The participation, involvement and help of parents, close relatives and other volunteers are welcome and appreciated for various activities both in school and on excursions.

It is important that all volunteers are aware that they are subject to child protection legislation.

Volunteers who are not the parent or a close relative of a child at the school will be expected to undertake a *Working With Children Check*.

- A *parent of a child* includes a carer or person who has legal responsibility for a child.
- A *close relative* includes a spouse or de facto partner, child, step-child, parent, step-parent, sibling, step-sibling, grandparent, step-grandparent, aunt, uncle, niece or nephew. In the case of Aboriginal and Torres Strait Islander, a close relative includes people who are part of the extended family or kin of the child according to the indigenous kinship system.

This means all parent helpers/volunteers must:

- sign in at College Reception be inducted and get a visitor's badge
- check with the school what the current requirements are for working with children
- not engage in any inappropriate behaviour towards any children. In particular, although volunteers are technically not employed by the school, they are considered to be 'staff' for legal purposes and need to be aware that complaints about inappropriate behaviour towards any child or young person must be investigated (see Child Protection).

Further information on the 'Working With Children Check' can be found on the website for the Office of the Children's Guardian at <http://www.kidsguardian.nsw.gov.au/>.

If you would like further information regarding any of the above, please speak to the Principal first or feel free to contact the CSO Child Protection Team on 9847 0618

RESPONDING TO RISK OF HARM

All school staff are mandatory reporters. This means that if there are reasonable grounds to suspect that a child or young person is at risk of 'significant harm' from abuse or neglect, then a report must be made to the Department of Communities and Justice Child Protection Helpline.

School staff are expected to inform the Principal if they are concerned that a child or young person may be at risk. It is the role of the Principal (or delegate) to make the report to the CP Helpline.

In making a report the Principal will consider all of the information and seek appropriate advice from the CSO's child protection team (CP team). Any information about a child or young person at risk is kept confidentially by the Principal.

In situations where a child or young person is considered to be at risk the school will work with the child or young person and their family to assist them as much as possible.

If you have concerns about a child or young person who you consider may be at risk, please discuss your concerns with the Principal as soon as possible and maintain confidentiality.

APPENDIX 1: UNIFORM AND GROOMING POLICY

COLLEGE UNIFORM

To assist you in purchasing your 2020 College Uniforms we have included images of the Boys and Girls Academic and Sport uniforms.

Year 7-9 Girl's Uniform

Summer Uniform



Winter Uniform



Sport Uniform



Year 7-9 Boy's Uniform

Summer Uniform



Winter Uniform



Sport Uniform



GROOMING POLICY

Category	Boys	Girls
Hair	<ul style="list-style-type: none"> Any colouring is to be conservative and appear natural. Patches or stripes of colour are not acceptable. Hair must be above the shirt collar and a minimal amount of 'product' used to conservatively style. Number 2 is the minimum acceptable length and must be one length. Undercuts, steps, stripes or other patterns shaved into hair styles are not acceptable. Hair cannot be tied in a ponytail. Fringes must be at a length so hair does not cover the student's eyes 	<ul style="list-style-type: none"> Any colouring is to be conservative and appear natural. Hair should be a single natural colour. Patches or stripes of colour are not acceptable. A minimal amount of 'product' may be used to conservatively style. Undercuts, steps, stripes or other patterns shaved into hair styles are not acceptable. Hair longer than shoulder length must be tied back with ribbons/scrunchies in suitable school colours. Fringes must be at a length so hair does not cover the student's eyes
Jewelry	<ul style="list-style-type: none"> Students are encouraged to wear a watch Chains with religious symbols or medical information may be worn under the shirt. One pair of plain studs or sleepers may be worn in the lower ear lobes. Any other excessive jewellery may be confiscated. 	<ul style="list-style-type: none"> Students are encouraged to wear a watch Chains with religious symbols or medical information may be worn under the shirt. Any other excessive jewellery may be confiscated. Any other excessive jewellery may be confiscated.
Piercings & Tattoos	<ul style="list-style-type: none"> Both piercings and tattoos are discouraged by the College and the following expectations apply at school and all school events Visible jewellery in piercings are not acceptable Tattoos must be covered at all times 	<ul style="list-style-type: none"> Both piercings and tattoos are discouraged by the College and the following expectations apply at school and all school events Visible jewellery in piercings are not acceptable Tattoos must be covered at all times
Facial Hair/ Make-up	<ul style="list-style-type: none"> Boys are to be completely clean-shaven every day. Students will be asked to remove coloured nail polish. 	<ul style="list-style-type: none"> Students that are obviously wearing make-up will be asked to remove it. Students will be asked to remove coloured nail polish.