

Warrnambool College
Information
Year 7 2020



Warrnambool
COLLEGE

Welcome

Dear Families,

Thank you for your attendance tonight and for allowing us to begin this next step of your families educational journey. We hope that your child will find their place at Warrnambool College and certainly be the best version of themselves. We advocate that every Warrnambool student can and should thrive; ultimately we want your child to experience success.

This booklet serves as a reminder of key information and dates that will arise at the College in the period between now and your child commencing with us. We are mindful to balance the amount of information required to ensure a smooth transition for your child, though also conscious not to over load families with too much at once.

If you find after tonight that you have any queries at all, please contact our administration staff or Principal team who are happy to assist. The College contact number is 5564 4444.

To do list:

Please read this information and ensure you have completed and returned the following:

- All relevant school policies including but not limited to, ICT Policy, Credit Policy, Device Policy and Ipad list (these can be found on our College website)
- Student House Choice Form
- CSEF/SSR Uniform Package Form (for families who received CSEF in 2019)
- CSEF Application Form (for families with health care/pension cards or foster families)

General Information

School Fees payment day

The College will be open for families on the 22nd of January, 2020 from 8.30am – 5.00pm. This is the day families pay school fees and have any questions or queries answered. Tutorial Interview day is extremely busy, it is far better to come in and finalise payments on the 22nd to ensure your student can receive their hat and ipad bag on the Tute interview day.

Our Credit policy is attached within this booklet for your information and is also available to view on our website.

Commencement dates for students 2020

Students and Parents/Guardians will be required to attend school for a pre booked tutorial interview on the **Thursday 30th January 2020**.

The first official date for classes for all students will be **Friday 31st January 2020**.

Contacting your child

Every effort should be made to ensure your child knows of the day's arrangements before they come to school. In the event of an emergency, if you need to get a message to them we will do our utmost to deliver the message, though at times this is not possible. If you need to collect your child in an emergency please contact the College before you arrive to ensure we have your child available for you when you do arrive.

Student Attendance

Your child's attendance at school is very important to their educational outcomes and Warrnambool College has in place procedures to monitor attendance and follow up on unapproved absences.

Students who are absent without prior notice will be followed up

Parents will be sent an SMS on the day that an unauthorised absence is recorded for their child. This helps parents and the College to keep accurate records of absences, and also allows College staff to know when students are ill or need work at home, or similar help. The SMS is sent if a student is absent in Tutorial and/or Period 1.

Options for notifying the College of your child's absence:

1. Log onto COMPASS (your login and password will be sent to you in mid November) and approve the absence,
2. A note can be sent with your student.

Please note that verbal approval for absences is not acceptable.

Sick Bay

Sickbay is available for minor injuries and illnesses. If deemed to be more serious, parents will be contacted and an ambulance may be called.

Communication / Newsletter

We have a fortnightly newsletter with detailed information to keep you in touch. You will receive a reminder each fortnight via your email when the newsletter is available. Please also refer to the Warrnambool College website at www.wbllcoll.vic.edu.au or contact us directly on 5564 4444.

Student Injuries and Insurance

The Department of Education and Training does not hold accident insurance for school students.

Parents and Guardians are generally responsible for paying the cost of medical treatment for injured students, including transport costs. Most medical costs will be refundable by Medicare. If you are a member of an ambulance or health insurance fund, you may be able to claim transport or other expenses from the fund. It is most strongly advised that families hold an Ambulance Membership if they do not have a Health Care Card.

The College is aware that EBM Insurance Brokers provide accident insurance. This cover is 24/7 and costs approximately \$29 per year and is well worth considering. Their contact details are www.ebminsurace.com.au or phone 1300 467 873.

Orientation Day

Warrnambool College's Country and Small School's Orientation Day – Monday 9th December 2019

This day is for students outside of Warrnambool City plus those from Kings, St Josephs, St Johns, OLHC and St Pius.

- Country students are able to travel to the College by bus. Parents may drop their children outside the College auditorium if they wish.
- There will be a general welcome for all students in the college auditorium at 9.00am.
- Students may bring their morning tea and lunch or money to purchase food from the College canteen.
- Students should attend "out of uniform" however we ask parents to ensure that clothing is appropriate; particularly with regard to lettering or signage on T-shirts. Students must wear closed toed shoes (eg. Runners). Students may be doing PE, Art, Woodwork or Drama so clothing needs to be comfortable.

Statewide Orientation Day - Tuesday 10th December 2019

This day is for **all** Warrnambool College's 2020 Year 7 students.

- On this day only students who are in year 7 2020 and year 7 2019 will be at Warrnambool College.
- Students are able to travel to the College by bus. Parents may drop their children outside the College auditorium if they wish.
- There will be a general welcome for all students in the College auditorium at 9.00am.
- Students may bring their morning tea and lunch or money to purchase lunch from the College canteen.
- We would ask all students to bring their pencil case and paper to write on.
- Students should attend "out of uniform" however we ask parents to ensure that clothing is appropriate; particularly with regard to lettering or signage on T-shirts. Students may be doing PE, Art, Woodwork or Drama so clothing and footwear needs to be comfortable and appropriate.

Our transition coordinator, Jackson Greene, will be visiting primary schools in Term 4 to answer any questions and assist in the transition process.

As always, if you have any queries relating to orientation day please don't hesitate to contact the Front Office on 5564 4444.

Warrnambool College Uniform

Students are expected to wear the Warrnambool College uniform with pride. Uniforms should always be neat and clean in appearance. Decorative jewellery is not a part of the uniform and must not be worn to school. Students wearing the uniform at any time are representing the College; they are required to wear the uniform correctly and abide by the College Code of Conduct until they have arrived home and changed.

The summer uniform is to be worn during the warmer weather and winter uniform during the cooler months of the year. Please note, current students have been provided with a Sun Smart hat as a part of the Materials and Services fee and are strongly encouraged to wear it when outside during terms 1 and 4. New Year 7 students will receive a hat on Tutorial Interview Day.

The sports uniform should be worn to school and throughout the day when students have PE classes timetabled for that day. It can also be worn on any other school day.

Uniform Options:

- Skirt: Green, blue and white checked pleated skirt
- Shirt: traditional white shirt with pointed collar or white polo shirt with College logo
- Socks: Navy blue or black tights, white, navy blue or grey socks with the College stripes. Bullants Socks can also be worn.
- Shoes: All students will wear black leather polish-able school footwear
- Trousers: Dark grey melange school trousers or navy blue school pants
- Shorts: Grey melange tailored shorts
- Jumper: Navy blue V neck with College Logo
- Jacket: soft shell jacket with Warrnambool College logo
- Rugby jumper: striped rugby jumper with Warrnambool College logo
- Dress: Traditional style in designated blue and white check fabric

Sport Uniform

- A navy blue polo shirt with College logo
- Plain navy blue track suit pants or shorts—shorts must include the college logo
- Warrnambool College Bullants Academy sport tops can be worn as part of the sport uniform instead of the navy blue polo shirt
- Bullants Socks can be worn as part of the sport uniform

Sports uniforms must be worn on PE days and for any inter-school competition.



Warrnambool College





Optional Items

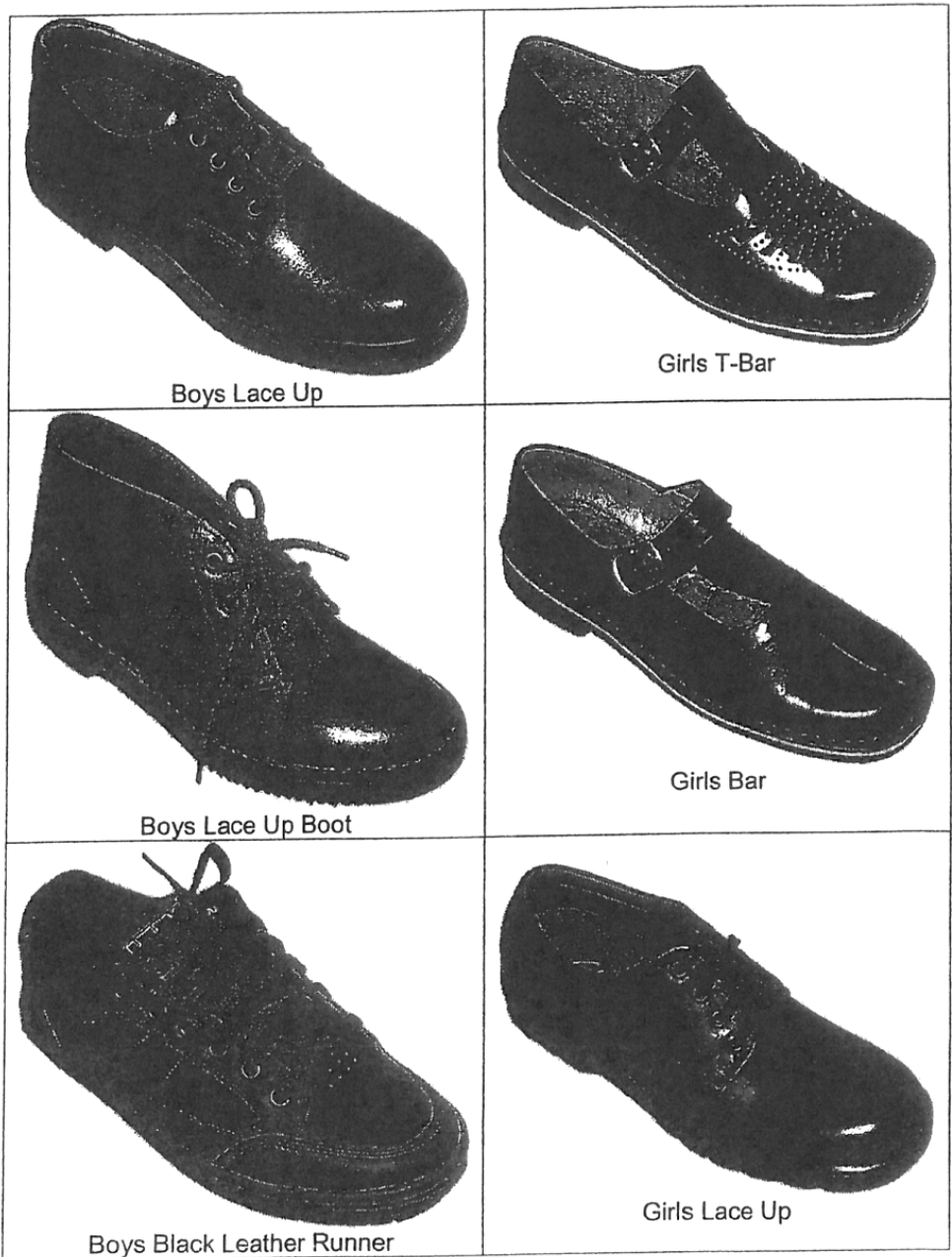
The Warrnambool College Blazer can be purchased from the Uniform Shop – *this blazer is an optional item and is not a compulsory uniform item.*

Sporting Pathway Program (SPP)

Students in the SPP are permitted to wear the SPP uniform every day.

Shoes:

Warrnambool College acceptable style of shoes: all students will wear black leather school footwear which be polished.



UNIFORMS – State School Relief/CSEF

Buxwear and Indigo Wolf are our College uniform suppliers. Buxwear are located in the front of the auditorium beside the drive through. There is usually a sign on the footpath during the times they are open.

There is a list of dates attached for opening hours during December and January. Opening hours for November will be:

Tuesday	8:30am – 11:00am
Thursday	8:30am – 11:00am
Saturday	9:30am – 12:00pm

Please note that due to Year 12 exams, the uniform shop will be closed on the 31st October and the 7th November 2019.

In order to assist you with purchasing your uniforms for 2020, Buxwear are offering a **5% discount during the month of November**. They are also offering a lay-by option.

Families who received CSEF in 2019 will be eligible for the State Schools' Relief Uniform Package. The SSR form is included at the back of this booklet and details what items are available for each student. Please return this to the main office by 28 October 2019 to allow sufficient processing time for SSR to process and return vouchers to parents. **Vouchers must be presented to Buxwear when purchasing uniforms through SSR.**

Families who received CSEF in 2019 will need to reapply for 2020 due to their change in school. The form is included in this booklet. Please return this form, completed, to the main office.

Buxwear also wish to advise that the amount offered through SSR does not cover the full cost of the items listed on the SSR form. There will be a shortfall that will need to be paid for by parents/guardians.

Shoes requested through SSR will be available for collection from the main office, on the orientation days on 9th and 10th December 2019.

Please contact Linda Pope at the uniform shop on 5562 7203 or email at warrnamboolcollegeshop@buxwear.com.au for personal fitting appointments as they have limited space due to the relocation.

WARRNAMBOOL COLLEGE UNIFORM SHOP



Normal Trading Hours

Tuesday 8:30AM – 11:00AM

Thursday 8:30AM – 11:00AM

Saturday 9:30AM – 12:00PM

Please note: the Uniform shop will be closed during the April, July & September holidays, re-opening on the final Saturday prior to a new term commencing.

Contact Linda Pope at the campus Uniform Shop on 5562 7203 or email warrnamboolcollegeshop@buxwear.com.au for personal fitting appointments.

December 2019

Tuesday 3/12/19 8.30 – 11am

Thurs 5/12/19 8.30 – 11am

Sat 7/12/19 9.30 – 12pm

Tuesday 10/12/19 8.30 – 11am **Orientation Day**

Thursday 12/12/19 8.30 – 11am

Sat 14/12/19 9.30 – 12pm **Last Trading Day**

January 2020

Mon 13/1/20 **CLOSED**

Tues 14/1/20 10 – 1pm

Wed 15/1/20 10 – 1pm

Thurs 16/1/20 12 – 3pm

Fri 17/1/20 12 – 3pm

Sat 18/1/20 10 – 12pm

Mon 20/1/20 **CLOSED**

Tues 21/1/20 10 – 1pm

Wed 22/1/20 8.30 - 4pm **Fee Collection Day**

Thurs 23/1/20 12 – 3pm

Fri 24/1/20 12 – 3pm

Sat 25/1/20 9.30 – 12pm

Mon 27/1/20 **PUBLIC HOLIDAY – CLOSED**

Tues 28/1/20 9 – 1pm **Staff Return**

Wed 29/1/20 9 – 1pm

Thurs 30/1/20 8.30 – 3pm **Tutorial Interview Day**

Fri 31/1/20 8.30 – 11am **Students Return**

Sat 1/2/20 9.30 – 12

From the 3/2/2020 normal hours resume as above

Warrnambool College Credit Policy

- Credit will not be granted to parents/guardians for fees, books, materials, camps or any other purpose unless each case is individually assessed by the Business Manager/ Finance/HR Officers or a member of the Principal Team.
- Parents/Guardians or independent students who request credit shall be assessed for any previous credit history with the College and no further credit will be granted in cases where an outstanding debt is still owing to the College, unless approved by the Principal or Assistant Principal.
- Parents/Guardians or independent students seeking credit will be asked to pay a minimum \$50 deposit prior to credit being provided. Leniency in extremely situations will be at the discretion of the Business Manager/ Finance/HR Officers or a member of the Principal Team.
- If credit is approved, the parent/guardian or independent student shall be required to enter into a written schedule or payments which must be adhered to. Failure to adhere to the payment schedule will preclude any further credit advance until the debt is paid.
- Student wishing to participate in extra curricula activities such as camps, excursion trips, dinners, instrumental music etc. must meet the full cost of the activity and be up to date with all payments before the student participates, alternatively the student may be removed from the program.
- All debts to the college shall be followed up on a termly basis.
- Credit for booklist or uniform items shall not be granted, unless in extreme circumstances. If Parents require assistance for booklist or uniform items, arrangements need to be made with their bank.

Staff Contacts

Principal:	David Clift
Assistant Principals:	Adam Matheson Emma Miller Dan Lee
House Leaders:	Adam Dowie – Belfast Rob Dart – Childers Jenn Penn – Flagstaff Dean Collishaw – Hopkins Emma Vesey – Logans Chloe Hammond – Merri
SOLO Coordinator:	Kerry Ziegler
Business Manager:	Christine Dickson
School Payments:	Sharyn Warren
Transition Coordinator/ SEAL Program Coordinator:	Jackson Greene / Danny Finn
Music Director:	Erin Toulmin
Academy Leaders:	Lee Yates – Hockey Danny Finn/Adam Dowie – Football Tait Niddrie – Cricket Kasey Owen – Netball Prue Etherington – Open Water Swimming Victoria Vella – Soccer Scott Jenkin/Kelvin Bell – Basketball Elizabeth Knight – Table tennis Dan Jolly - Drawing/Arts Jon Clisby – Rock Band/Music Kaye Hollis – Food Rhonda Simmons – Chess Colin Payne – Tennis Kieran Timms- Golf Erynne Ewenson - Science Kerry Ziegler/Kerry Cheesman – Musical/Performing Arts

Accountability
Global Learner
Resilience
Strength
Persistence
Courage
Accountability
Resilience
Trust
Honesty
Trust
Global Learner
Mutual Respect



Warrnambool
COLLEGE

Grafton Road

Warrnambool 3280

Telephone: (03) 5564 4444

Facsimile: (03) 5561 2356

Email: warrnambool.co@edumail.vic.gov.au

Website: www.wbllcoll.vic.edu.au