Respect, Excellence, Community

At Stawell Secondary College there is one single outcome for all students and it is the same outcome for each student.

The best possible personal pathway.

This College facilitates school based apprenticeships (blending paid employment and continuing study at school), full-time apprenticeships, often as an outcome of work experience, and pathways into tertiary study or employment. Students whose personal pathway is directed to tertiary study can be confident, knowing that the VCE outcomes of this College are the best in the district. Students seeking a school based apprenticeship can be confident that the experience of College staff in organizing these will lead to a successful pathway.

While at this College, students will access a range of learning and quality experiences that will enrich their school years. Two music teachers offer a range of instrumental music tuition, sports teams are coached by teachers who are sports people themselves, art is exhibited routinely, leadership and personal development opportunities are facilitated, including connection with the community through volunteering experiences. Learning and quality co-curricular experiences are possible for one reason: an outstanding staff prepared to do more for students. The staff of Stawell Secondary College is that group of people.

Our values are expressed in words: respect, excellence, community. I believe that each student will find these values in their experience of this College.
Each student is assigned to a house for their school years. This benefits students because there is a consistent contact person for parents and students who knows individuals and has overview at school of learning and personal growth.

The house leader team is your most valuable link to the College. Students are also able to access the Student Support Services team (SSS).

**Phone 5358 1700 to contact house leaders or any member of the student support services team.**

The House Leaders are supported by a team of home group teachers who meet with their home group each morning. The house teachers also meet once a week with the student house captains.

### Mackenzie

Simon is the leader of the Mackenzie House. Simon will work diligently to help the students find a sense of ownership within the school, as well as a competitive and fighting spirit.

Simon will assist Home Group teachers in engaging Mackenzie students and create a supportive environment to help them face challenges that they meet in life.

### Black Ranges

Katy has been the leader of Black Range for the last 3 years at Stawell Secondary College. Her focus in 2016 has been to support her Home Group Teachers in fostering relationships with the students and supporting them in achieving success in all facets of schooling. In 2016 she hopes that Black Range can continue the success that they have this year. Katy also oversees student wellbeing within the College.

### Lonsdale

Chad is building a culture of connectedness to community with the students and staff of Lonsdale and continues to promote the values of teamwork, leadership and zest, which are the core values of Lonsdale. Chad brings with him a lot of experience in the areas of student wellbeing, flexible learning options, VCAL, VET and School Based Apprenticeships. Chad’s has a strong focus on promoting student success through creating individual pathways that support the needs of each student.
We believe that participation in leadership activities develops personal confidence, responsibility and self-esteem, and offers enhanced job prospects. Many positions of leadership are available for students across all year levels.

Each year, a male and a female school captain and vice-captain are elected from the year twelve cohort. These students have ultimate responsibility for representing the student body within the school, as well as coordinating and running all school assemblies. Captains and vice-captains also represent the school at various community events. They are encouraged to develop their leadership skills through participation in public speaking and other training events.

Each of the three Houses also elects a male and female captain and vice-captain from amongst the year eleven and twelve cohorts each year. These students are role models for others within their House. They are responsible for liaising directly with House teachers regarding students concerns and interests within their House. Each House Leadership team is responsible for planning and implementing a project over the course of the year, which contributes positively to the school community and/or the broader community of Stawell. Across the school each vertical (years 7-12) Home Group elects a representative to liaise with the House Captains and House teachers on behalf of the student body. These students are role models within their Home Groups.

With facilitation from an appointed staff member, the Student Leadership Team works to organise activities for students to participate in secondary school life and to contribute students’ opinions and ideas to the running of the school.
A tailored senior school pathway for every student.

2016

ACHIEVEMENTS (SO FAR.....)
• School Based Apprenticeships (SBAT) with paid employment two days per week blended with three days school each week are facilitated by Registrar Cindy Bibby.
• 2016 SBATs have been gained with local companies such as Reece Plumbing, Northern Grampians Shire, McDonald’s Restaurant, Norton Ford, Stawell Toyota, local bakeries and racing stables just to name a few.
• This pathway benefits students in the transition from school to the workplace.
• Year 12 VCE/VCAL students were employed as full time apprenticeships in the areas of carpentry, automotive, landscaping, plumbing, information technology, auto electrical

UNIVERSITY & FURTHER STUDY
• The College’s strong VCE results and relationship with local employers enhance pathways for students to University or employment.

2015

VCAL RESULTS
• 18 VET Certificates were offered to VCAL students
• 82% of VCAL students completed their VET students

VCE RESULTS
• In 2015, the college’s top student had an ATAR score of 93.9
• Three students received a score of above 80
• SSC students had a mean study score of 28
• 85% of Year 12 students received university offers for their first preference
• 80% of our students who applied for tertiary places were successful in obtaining an offer
• 28 VCE Studies offered
• 100% of our students completed VCE

2014

VCAL RESULTS
• 16 VET Certificates were offered to VCAL students
• 100% of VCAL students completed their VET

VCE RESULTS
• The College’s top student had an ATAR score of 89.85
• Three students received a score of above 80.
• SSC students achieved a median study score of 26.
Each student, as well as belonging to their class, also belongs to a year level group, a Home Group and a House.

The Home Group teacher, House Leader, Transition Co-ordinator and School Counsellor all work together to ensure each student finds their place in the College.

Significant emphasis is placed on transition into the Junior School, Years 7 & 8, from the cluster Primary Schools. The College’s Registrar is the Transition Co-ordinator responsible for working with staff, parents and students to make sure these important changes occur as seamlessly and positively as possible.

Students form strong relationships with their Home Group teacher, who becomes the main point of contact for families throughout this important first year.

In Year 7, the focus is on students getting to know each other and the staff, the routine of secondary school, finding their way around, having fun, learning to manage the homework expectations and generally feeling comfortable and safe in their new environment.

The College’s curriculum is developed to be dynamic, comprehensive, innovative, challenging, flexible and relevant. Students in Year 7 have the opportunity to be exposed to all the areas of study that are available as they move into the later year levels.

In Year 9, students are offered expanded subject choice and are offered the support and guidance required to make subject selections that will start to guide them into their final years of secondary study. Students choose between a variety of Art and Technology subjects.

Murray Hart
Assistant Principal Years 7-9
Our Middle School has an extensive leadership program. Leadership is fostered through a range of activities both in and out of the classroom. Students develop a sense of community within the school, but also extending out into the local community through various programs. Students have transitioned from the early years of their secondary studies to now being offered flexibility in their learning choices in Year 10.

At Year 10, apart from compulsory core subjects of English, Mathematics, Science, Humanities and Health and Physical Education, students choose their subjects based on VCE or VCAL studies they wish to complete in Years 11 and 12.

Year 10 students also have the option of studying a VCE subject. There are advantages for students who consider this option. By selecting a VCE Unit 1 / 2 in year 10 they will be able to complete a VCE Unit 3 / 4 in Year 11. This will give them an extra sequence of subjects in their VCE Year 12 studies and additional points towards their ATAR score for entry into tertiary courses.

All students at the College are encouraged to complete Year 12, whether this is via the VCE or VCAL pathway.

The College offers a diverse range of VCE subjects and VET Certificates catering for a wide range of aptitudes, interests and career aspirations. The VCE, VCAL and Careers Co-ordinators provide students with advice and resources to assist with their subject choices. Students are encouraged to pursue courses of study they are both good at and enjoy, enabling them to achieve their best.

The Presentation Ball is offered to Year 11 students whilst Year 12 students participate in a retreat at the beginning of the school year to ensure they are ready for their final year of secondary study.

VCAL students are offered a variety of opportunities ranging from community projects to a one day a week work placement with a local employer to gain ‘hands on experience’ in their chosen field. VCE and VCAL Orientation Programs are conducted late in Term 4 for Year 10 and 11 students where they are introduced to the course that lies ahead in the following year. Students complete Year 12 with a Graduation Dinner.
Our aim is to provide you with all the latest information that will help you make decisions about your future career and your life beyond school.

Cindy Bibby, Registrar, can assist you with the following vocational options:

- Tertiary (e.g., university) and vocational (e.g., TAFE) courses and institutions
- Apprenticeships and traineeships
- Career Counselling and pathway planning
- Focus articles on occupations, and
- Upcoming career events
- Managed Individual Pathways program - one-on-one support to meet the specific needs of individual students, their career plans and their pathways.
- Transition to and beyond SSC
- Professional and individualised employment assistance - job search, self-marketing, applications and interviews
- Addressing barriers to entering the workforce
- Access to onsite nationally recognised courses and certificates referrals to external training and educational providers
- Advice on apprenticeships and traineeships; Information on school based apprenticeships and traineeships Application assistance and support (VTAC, TAFE, Centrelink, ATO, employment*)

The Registrar also coordinates the one on one subject selection interviews for students and parents from Year 10-12.

The College offers a one week Year 10 work experience program and a one day a week Structured Work Placement, on the job training, for all Year 11 and Year 12 VCAL students.

The Future Pathways board is located outside of the Staff Room, is updated regularly with vacancies and opportunities for full time work, apprenticeships, traineeships, part time and casual employment and courses

RISE

From time to time, due to various educational, social, physical or emotional barriers, some students do not cope well with mainstream schooling. To assist these students, the College offers a re-engagement program called RISE (Re-engaging in Secondary Education) to individually tailor an educational program for these students.
SCHOOL CAMPS

YEAR 7 CAMP

All students are strongly encouraged to attend the Year 7 Cave Hill Creek Camp, details of which are outlined below. The Camp provides an excellent environment for students to develop friendships and knowledge with their peers outside the formal classroom setting.

Where: Cave Hill Creek 110 The Glut Road, Raglan, VIC 3373
Cost: $295.00 per pupil. This cost covers everything (except lunch on the first day)
- accommodation, all activities, meals and transport to and from the camp.
When: Term 2: Monday 26 – Wednesday 28 June 2017.

About the Camp:
Cave Hill Creek is a spectacular lake and bush venue, surrounded by the mountains of the Mt Cole State Forest. The lake is one of the best places in Australia to spot a platypus in the wild. And we are home to echidnas, kangaroos, wallabies, exceptional birdlife and the occasional koala.
Activities include: abseiling; canoeing; mountain biking; archery; low ropes; bouldering; hike the Beeripmo Walk Cave Hill’s program focuses on developing an appreciation for the outdoors through challenging and fun activities. Their programs include cultural and indigenous awareness, the environment and sustainability.

Contact: Murray Hart, Assistant Principal.

YEAR 8-11 CAMPS

Potential camps for students in Years 8 to 11 will be investigated for 2016. Parents will be given further information at a later date.

YEAR 12 CAMP

Each year at the commencement of Term 1 a Year 12 Study Camp is held at Halls Gap. All Year 12 students are expected to attend.

The Camp is structured to give the students an opportunity to prepare for the work required for a successful completion of their secondary school studies.

A motivational speaker is always the highlight of the three day camp.

If you wish your child to attend this camp but cost is a problem, please contact our Business Manager to discuss alternative arrangements.

Forms and money should be taken directly to the College Office. For security reasons it would be appreciated if the money/cheque, and/or permission form could be sent in an envelope with the name of the student clearly shown.

Camp are an important place for students to build life skills, relationships, (both with their peers and teachers), independence and resilience.
INTERNATIONAL TRIPS

At Stawell Secondary College, we offer a unique opportunity for students to immerse themselves in Chinese culture and language.

2011

In 2011 we successfully organised our first China Cultural Study Tour. Students thoroughly enjoyed the entire journey and benefited from this inspiring experience. The highlight for most, was staying with Chinese host families from Yancheng Middle School, one of our sister schools in China.

2015

In 2015 another fifteen Stawell Secondary College students flew to China to commence their exciting journey and educational opportunity. We will be visiting our sister school again, to further develop our relationship with the students and families in China. There will also be lots of amazing sight-seeing and cultural activities. This trip is full of memorable events which students are likely to recall with fondness for many years to come.

2016

Stawell Secondary College is one of only ten Victorian schools selected to participate in Victorian Young Leaders to China.

Our popular China excursion is likely to become a regular, bi-annual learning opportunity on our school calendar for our students.
Caring for Students

School Nurse

The school nurse is to increase health awareness amongst the school community and to provide a supportive and safe environment for the students to be in.

Student’s, staff and their parents are encouraged to have a proactive approach to all aspects of positive health within the community.

Registrar

The Registrar role encompasses Careers Coordination, student pathways and subject selections, work experience coordinator, and the transition of Grade 6 students to Year 7. All student enrolments, School Based Traineeships and Apprenticeships are facilitated by the Registrar.

Psychologist

Bonnie has completed her Bachelor and Honours degrees in Psychology and a Masters in Clinical Psychology. She became registered as a Psychologist in 2016 and has been working at Stawell and Ararat Secondary Colleges from the beginning of term 3. She has previously worked at the Royal Children’s Hospital in Melbourne and Headspace Ballarat, where she cultivated an interest in supporting adolescents with their mental health. Bonnie offers one on one sessions focussed on achieving student driven individual goals and improved wellbeing. As well as completing cognitive assessments, running group programs and providing support for teachers. It is Bonnie’s aim for students to feel safe and supported while they are at school, and to provide support to manage any issues they are facing with acceptance and respect.
SPORT

Sport plays an important role in the College curriculum and many students gain significant satisfaction and success in this area. The sport curriculum covers a variety of sports ranging from the traditional House sports of swimming, athletics and cross country through to sports such as football, netball, tennis, cricket, table tennis, lawn bowls, claybird shooting and golf among others. All students have the opportunity to pursue their sporting aspirations to their highest level.

Students who perform well in House Sports gain the opportunity to represent the College at the Black Ranges events which include schools from around this zone. In turn, students have the opportunity to qualify to progress to the Greater Western Region events, followed by the Victorian Secondary Schools State Championships.

Many sport activities require our students to travel outside Stawell. This may result in a travelling cost and students will be notified prior to the sporting event of the costs.

For all your sporting enquiries, please do not hesitate to contact the Sport’s Coordinator at the College.

MUSIC

The College operates an excellent Instrumental Music program. All students are given the opportunity to participate in this program through learning an instrument during school hours and extending their skills by involvement in the school band outside school hours.

Our school band rehearses on Wednesday afternoons from 3:30 to 4:45

If you want to start learning an instrument you can collect a green Instrumental Music Enrolment form from the main office at any time. Lessons start at the start of the semester for people who have already returned the forms and payments. Otherwise lessons will start the week after the form and payment are received.

If you would like to know more about being involved in the school music program you are strongly advised to contact Mrs Amanda Hemley directly or attend any of the information evenings held through the year. On these nights there are usually student demonstrations and a range of instruments available for you to try.

Instruments available for students to learn in 2017 may include:

- Flute
- Trumpet
- Euphonium
- Bass Guitar
- Double Bass
- Clarinet
- Trombone
- Tuba
- Oboe
- Guitar
- Saxophone
- French Horn
- Percussion
- Bassoon

In 2017, the individual costs for the Music program will be:

- Instrument Hire: $80 per semester
- Instrumental Lesson: $80 per semester

Instrument hire is not an option for guitars as these instruments can be bought for less than the cost of one year’s hire.

Contact the Music Coordinator, Amanda Hemley, for further information.
SCHOOL CANTEEN
The school canteen is located between the hall and the gymnasium in the student lounge. A variety of healthy hot and cold foods are available for both lunch and recess. A canteen price list is enclosed at the end of this booklet.

SCHOOL LIBRARY
The library is open from 8.15am – 4.30pm

The library / resource centre can be used to:

- Borrow and read books from an up to date collection of fiction and non-fiction titles.
- Access local and daily Newspapers, Magazines and Career Information.
- Source information for school assignments from encyclopaedias, texts, journals and audio visual resources.
- Use computers to complete school work during lunchtime and before and after school.
- Access the internet to find information for school topics and send or receive emails.
- Use the photocopier and printer.
- Borrow laptops, cameras, video cameras, DVDs, Games and data projectors.

How does the book borrowing system operate?

- You are able to borrow up to four (4) books at a time.
- If you have an overdue book then you cannot borrow another book until the overdue book is returned. Invoices will be sent for extremely overdue items.
- You can re-borrow a book if you have been unable to finish it in the allocated time.
- You can reserve books not currently on the shelves.
- The library catalogue is accessible from all student computers.
- You can request titles for purchase you would like to read.

Ms Clode and Mrs Mintern-Lane are our library staff and are only too willing to assist you.

SCHOOL LIBRARY
The Library has a photocopier that is available to students to use for their education at the school. All students will be provided with a login to enable them to complete printing and photocopying.
To enrol your child, please contact the College Registrar, Cindy Bibby.

From the initial contact the following enrolment process will take place:
- Enrolment pack issued to family containing Year Level Handbook and Information Booklet for Prospective Students.

Enrolment form to be completed and returned to the Registrar with a copy of the child’s birth certificate. Once completed enrolment form is received, the Registrar will:
- issue an enrolment pack and confirmation letter to new Year 7 families and for other year level enrolments;
- meet with the family to select year level subjects
- inform families of fees
- assign student to a House and Home Group and introduce to staff members
- create a student timetable
- issue a tablet/netbook lease agreement
- if applicable assist in completing bus travel forms
- take family on a guided tour of the College
- organise a student ‘buddy’ for the new enrolling child

Facebook

The College’s facebook page endeavours to digitise information to parents and is updated regularly with reminders and photos of school activities.
ADMINISTRATION
General Office hours are 8.15am to 4.30pm Monday to Friday. (Except Public holidays, School Council holidays and school holidays)

CONTACT DETAILS
POSTAL ADDRESS:
79 – 97 Patrick
PO Box 202
Stawell 3380

TELEPHONE: (03) 5358 1700
FAX: (03) 5358 3096
EMAIL: stawell.sc@edumail.vic.gov.au
WEBSITE: stawellsc.vic.edu.au

POSITION | NAME
--- | ---
Principal | Nicholas Lynch
Assistant Principal (7-9) | Murray Hart
Assistant Principal (10-12) | Aaron Dalziel
Student Wellbeing | Katy Jewell
House Leader- Mackenzie | Simon Brearley
House Leader- Black Ranges | Katy Jewel
House Leader- Lonsdale | Chad Frost
Business Manager | Marie McAloone
Psychologist | Bonnie Hendricks
School Nurse | Laura McDougall
Office Staff | Bev Kindred
Registrar | Cindy Bibby

TERM DATES 2017
BOOK COLLECTION DAY: Friday 27 January 2017

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<thead>
<tr>
<th>SEMESTER 1</th>
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<th>SEMESTER 2</th>
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<tr>
<td>Commences</td>
<td>Finishes</td>
<td>Commences</td>
<td>Finishes</td>
</tr>
<tr>
<td><strong>TERM 1</strong></td>
<td></td>
<td><strong>TERM 3</strong></td>
<td>17th July</td>
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<tr>
<td>30th January</td>
<td>31st March</td>
<td><strong>TERM 4</strong></td>
<td>9th October</td>
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<tr>
<td><strong>TERM 2</strong></td>
<td>18th April</td>
<td>30th June</td>
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</tbody>
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GENERAL INFORMATION

Student Absence
Parents are asked to contact the school on 5358 1700 by 9.30 am if their child is going to be absent from school.
If the absence is planned, a letter from the parents must be sent to school, prior to the absence, detailing the dates and reason for the absence.

Kiosk
Whenever a student arrives at school late or wishes to leave school early, including lunchtime, they must log in and/or out using the Kiosk which is situated on the front office desk.
This device has a number of functions:
- Keeps an accurate record of the date, time and the reason for the student’s arrival or departure,
- Takes a photo of the student,
- On all arrivals the kiosk prints a pass which must be presented to the classroom teacher,
- Every time a student logs in or out an SMS is immediately sent to the parent to inform them of their student’s activity.

Before a student signs out of the school they must have either written permission from a parent/guardian to give to the office staff or the parent/guardian must ring the school office.

This Kiosk is also used for all visitors to the school to sign in and out. This maintains an accurate record, including a photo, of who is on the school premises at all times.

SMS Text Messages
Messages will be sent to parents for many reasons including reminding parents of upcoming events and notifying parents of important information, including student absence.
Messages are sent to parents daily if students are absent from class and parents have not contacted the school regarding the absence.
It is important that parent’s mobile phone numbers are kept up to date at the school office.

Student Planner
A school planner is provided to all students. Students MUST carry their diary to all classes and home group meetings. Diaries are to be used to plan College activities and to record homework and assignments. Home Group Teachers and House Leaders may check your diary at any time. This diary is NOT a personal diary – parents are encouraged to use the diary to send information to teachers and House Leaders.

Homework
Parents should be aware that ALL students need to undertake homework regularly. Students should record homework requirements in their diary and ensure they complete work by the set date.
If students learn to use their homework effectively, they can enjoy greater success at school and prepare themselves adequately for senior year study.

Lockers
Each student is allocated their own locker and a Combination lock is provided as part of the Essential Services Fee. Used properly the property in your locker can be safely stored but only if you develop the habit of always locking your locker.
Should you forget your combination then contact the school office.

Reporting
Each student enrolled at Stawell Secondary College will receive reports to inform parents and guardians of their child’s progress in each subject. Each semester students will receive two reports. The first being a basic report on students learning behaviours that will inform parents/guardians about their child’s progress so far in a subject. This report will be given at the end of terms 1 and 3. The second type of report will be a larger, more indepth report on students academic results as well as their learning behaviours in each subject. Every subject will report on learning behaviours (both general and subject specific), SAC results received throughout the semester, and written feedback in regards to what the student can do to improve their results in the subject. Students reports will also contain a comment from their home group teacher in regards to how students can best achieve their learning goals.
PARENTAL/COMMUNITY INVOLVEMENT

Communication

Stawell Secondary College communicates with parents in a number of ways. Parents are always welcome to contact their student’s teachers or the Principal. To speak to any staff member please ring the school office and leave your details for the relevant staff member to contact you as soon as they are available. Parents are encouraged to use the Parent Portal to contact teachers.

School Newsletter

“Connections” is published every week on Wednesday and distributed to the youngest student in the family to inform parents of College activities, important dates and functions.

Parent Portal

Parents are able to log onto the portal, using a unique user name and password supplied by the school. When logged in parents will be able to access a large amount of information relevant to their child eg. their child’s timetable, attendance, teachers.

Parents will also arrange their parent teacher interviews using this portal. Information and clear instructions will be sent home at the appropriate time.

As staff continue to develop the use of this program parents will be able to also access their child’s homework and upcoming school events.

Parents will be informed as features are added. The log in details will be supplied early in 2017. New enrolments will be provided with the log in details shortly after commencing at our school.

School Council

Parent and community participation in the school is vital for the success of the school and its students. In February each year nominations are called for from the parent body. We ask parents to consider nominating to be a member of the School Council.

Council meets once a month and takes an active role in the financial management of the school, the development of school policies and the ongoing management of school resources.
Student Costs

The school asks parents to pay an annual school contribution, known as the ESSENTIAL MATERIALS FEE, which is used to pay for combination lock for student lockers, the purchase of class sets, class materials in subjects that require a high volume of, or expensive, class materials such as, Food Technology, Technology subjects, photocopying costs, a school diary. The contribution also covers new students to the school, including Year 7, receiving their first school broad brim hat, which must be worn during recess and lunchtime in Terms 1 and 4. A details list of the costings are distributed with the 2017 Book List and is also available, by request, at any time. The Essential Materials Fee also covers a two week swimming program for all Year 7 – 9 students. The school relies on this payment in order to provide all students with a better education and environment.

School Council have set the 2017 contributions as listed:

**2017 Essential Materials Fee**

<table>
<thead>
<tr>
<th>Year</th>
<th>Essential Materials Fee</th>
<th>Swimming Program</th>
<th>Total</th>
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<tbody>
<tr>
<td>Year 7</td>
<td>$242 + $30</td>
<td></td>
<td>$272</td>
</tr>
<tr>
<td>Year 8</td>
<td>$220 + $30</td>
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<td>$250</td>
</tr>
<tr>
<td>Year 9</td>
<td>$248 + $30</td>
<td></td>
<td>$278</td>
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<tr>
<td>Year 10</td>
<td>- $230</td>
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<td>Year 11</td>
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<tr>
<td>Year 12</td>
<td>- $148</td>
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<td>$148</td>
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School Council have considerably reduced our material fees with an average of $140 reduced per each year level.

The Essential Materials Fees due and payable on Book Day at the commencement of each school year. In 2017 this will be Friday 27 January 2017 from 8.30 am until 4.00 pm.

Students are also required to pay for excursions and sport excursions through the year as well as school camps. The school is well aware that students may incur a large cost to families during their secondary school education. For this reason a number of payment options are available to ease the burden on families.

**Payment Options**

There are a number of options available to parents to finance all costs associated with your student's education at Stawell Secondary College:

1. Payment in full. This payment can be by cash, cheque or EFTPOS for all debit and credit cards.
2. Parents can arrange regular direct deductions by contacting their bank or employer or using internet banking facilities. Parents choose the amount and the preferred regularity eg weekly, fortnightly or monthly. Parents may suspend or cancel these payments at any time.

Families choosing this method of payment are not required to send individual payments for excursions, sport activities or camps.

To deposit directly to the school please use the following details and quote your family name or your student’s name as a reference.
3. BPAY facilities are available. Your relevant information will be available from the School Office or on your monthly Statement.

Account Name: STAWELL SECONDARY COLLEGE
Bank: COMMONWEALTH BANK OF AUSTRALIA
BSB: 063-528
Account Number: 10009073
Details: Student’s Name

Stationery & Book Packs for 2017
For 2017 we have arranged for Ballarat Books to prepare stationery and book packs as ordered by families, and to bring these to school for collection on Book Day, Friday 27 January 2017 from 9 am until 4 pm.

Ballarat Books have been supplying text books to our students for several years and have been efficient and cooperative in meeting the needs of the school and its families. We are recommending that students and parents choose Ballarat Books to supply their stationery, but families may select an alternative supplier if desired. It will also be possible to order some items from Ballarat Books and obtain other items elsewhere if preferred.

Ballarat Books have prepared a list according to our specific requirements, and students and their parents can select and order the items they require. Parents will directly pay Ballarat Books on Book Day, for their stationery supplies. EFTPOS and cash may be used. Please note: payment cannot be made by cheque.

All orders for Ballarat Books MUST be placed at school by 24 November 2016 or submitted online. Students will require all items listed for the relevant subjects for the 2017 school year.

Parent may choose to purchase their Stationery Packs elsewhere. If this is the option chosen by a family, it is essential that all items on the Ballarat Book list must be provided for your child/ren. This includes the Maths text book, and calculator.

Please note: Maths Book for 2017 can be purchased second-hand (Not applicable to Year 7 and 8 students as Maths text books are not required)

Schoolkids Bonus
Schoolkids Bonus is not available in 2017.

FINANCIAL ASSISTANCE FOR FAMILIES

Camps, Sports & Excursions Fund (CSEF)
Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund will ensure that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. CSEF will be provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

If you hold a valid concession card or are a temporary foster pater you may be eligible to for CSEF. Cards must be valid with Centrelink. Students can be aged from 6 – 18 years old. If a student is the holder of a Youth Allowance type card in their own name which is valid, the parent is eligible to apply for the CSEF. The allowance will be paid to the school to use towards a child’s expenses relating to camps, excursion or sporting activities.

The annual amount per student will be $225 for every secondary school student of eligible families. Payments will be made into the applicant’s school account.

How to apply: Contact the school office to obtain a CSEF application form or download from www.education.vic.gov.au/csef. A copy of your Centrelink Concession Card will be taken when you return the completed form to school. Dates are yet to be set for 2017. Parents will be notified via the school newsletter, Connections, as soon as they are known.

If you have any questions please contact Marie McAloon, Business Manager.
Camps, Sports & Excursions Fund 2017 Year 7 Uniform Pack

In 2017 every Year 7 government school student who is a recipient of CSEF in 2016 automatically qualifies to receive a uniform pack that is provided through State Schools’ Relief. If your child was a CSEF recipient in 2016 you can apply for a CSEF Year 7 Uniform Pack by contacting Stawell Secondary College and completing the order form. Stawell Secondary College will make an application on your behalf using the completed order form. Please do not contact State Schools’ Relief directly as staff cannot accept applications from parents. If you have any questions, or want to apply for assistance, please speak to Stawell Secondary College.

The uniform pack includes basic uniform items needed to start secondary school. For Year 6 students commencing Year 7 in 2017 State Schools’ Relief will provide one item from each list below.

Boys:
- Black Leather Shoes – Lace up
- Jumper/ Polar Fleece/ Rugby top
- Shorts / Trousers
- Long Sleeve Shirt/ Short Sleeve Shirt

Girls:
- Black Leather Shoes – Lace Up / T-bar
- Jumper / Polar Fleece / Rugby Top
- Summer Dress / Winter Skirt + Shirt / Trousers + Shirt / Shorts + Shirt
  If above is NOT a Summer Dress then select either:
- Long Sleeve Shirt / Short Sleeve Shirt

All students will also receive one free pair shoes supplied directly from State School Relief. Once eligible families have placed their order through Stawell Secondary College a voucher for Stawell Mensland will be generated and forwarded to families who will then use this voucher to pick up their uniform. Shoes will be sent to families directly.

It is recommended that all eligible families should apply for the Year 7 uniform package no later than Friday 24 November, 2016. If you have any questions on this matter please do not hesitate to contact the Business Manager at Stawell Secondary College.
COMPUTERS AND TABLETS

Years 10-12

To ensure the best possible access to information and communication technology, Stawell Secondary College introduced a 1:1 laptop program to all Year Ten students in 2010. The overwhelming success of this program has meant all students enrolling in Year Ten next year, 2016, will again be able to lease a laptop from the school to use both at home and at school. As an added benefit for students and parents, the laptop will be able to be purchased from the school at a nominal fee at the end of the 3 year lease, so the student can make use of the device for further studies or employment.

In 2017 the cost to parents will be $450 per year for 3 years for a Lenovo Thinkpad Laptop.

Also included in the lease cost will be:
- Installation of all school software including costly software packages such as Office (Word, Excel, PowerPoint etc), Studio MX (Dreamweaver, Flash, Fireworks etc), Video editing software and other subject specific software.
- Access to school IT support staff for routine maintenance and problem solving
- A sturdy backpack for protection of the device and distribution of weight when carrying notebook to and from school and between classes.
- 3-Year warranty on the device.
- Limited insurance of accidental breakage and theft (from secure location).

Year 7

Following the continuing success of the Laptop Lease program for students in Year 10-12 Stawell Secondary College has made the decision to introduce a 1:1 tablet program for students in Years 7 – 9 in 2016.

- Students in Year 7 will be able to lease an Lenovo Yoga 11e - 11.6“ Gen 3 Convertible Laptop with 4GB Ram, 128 GB SSD. This is a tablet and laptop in one.

In 2017 the cost to parents will be:
Yr 7 - $300 per year for 3 years

Also included in the lease cost will be:
- Installation of all school software including costly software packages such as Office (Word, Excel, PowerPoint etc), Studio MX (Dreamweaver, Flash, Fireworks etc), Video editing software and other subject specific software.
- Access to school IT support staff for routine maintenance and problem solving
- A sturdy hard clamshell case for protection of the device.
- 3-Year warranty on the device.
- 3 Year insurance of accidental breakage and theft (from secure location), with a $50 excess.

Should parents choose not to lease a laptop or a tablet a bank of netbooks/laptops will be available for students to use. Students will borrow the devices from the school library as required for each subject.
**Bus Travel**

The country bus program runs eight buses Great Western, Rose’s Gap, Hall’s Gap, Pomonal, Navarre, Landsborough, Marnoo East and Marnoo West. These buses arrive and depart from the bus exchange shelters in Albion Street.

All buses have a junior and senior bus captain who can assist you at any time. If any problems arise from using the bus service please speak to Murray Hart-Country Bus Co-ordinator, bus captains or bus driver. If you wish/need to travel on a Country Bus that is not your normal run, you must complete the required school form with parent/guardian signature. This form must be passed to the Country Bus Coordinator to obtain permission to travel. This form must be completed the day prior to travel.

All bus information can be obtained from the Bus Coordinator, Murray Hart.

**Conveyance Allowance**

In 2017 the criteria determining eligibility for the conveyance allowance is:

1. Attend a school/campus located in rural or regional area.
2. Attend the closest appropriate school/campus.
3. For students attending government schools, this will be the closest school/campus appropriate to the age and gender of the student (eg primary, secondary).
4. Reside 4.8km or more from the school/campus (as calculated by shortest practicable route in distance from the student’s home to the school/campus attended).
5. Be of school age (between 5 and 18 years-old at the time of application), and reside in Victoria Be enrolled in a school three or more days per week.
6. If a student is required to travel by private car more than 4.8 km from home to the nearest bus stop parents are also eligible to claim the Conveyance Allowance.

Parents are required to complete a Conveyance Allowance application form which is available from the school office. This form must be submitted by 26 February 2017. The payment is calculated according to the distance travelled. Parents receive the Allowance twice yearly, at the end of Term 2 and the end of Term 4. Please contact the Business Manager for the application form.

For further information contact Murray Hart at Stawell Secondary College.
STUDENTS ARE EXPECTED TO WEAR THE COLLEGE UNIFORM AT ALL TIMES.
All uniform items are available from Fosters Mensland store in Stawell. School Shoes are available from Perry’s Footwear, Main Street, Stawell.

Girls Uniform-Summer
- SSC Summer Dress or Approved navy slacks or shorts or SSC tartan skirt
- White Long or Short Sleeved Polo Shirt (with or without school logo) to be worn with either shorts, slacks or skirt
- SSC Red Jumper with school logo or SSC Navy Blue Polar Fleece with school logo or SSC Rugby Top with school logo
- Black or White Socks

Girls Uniform-Winter
- Approved navy slacks or SSC tartan skirt
- White Long or Short Sleeved Polo Shirt (with or without school logo) to be worn with either slacks or skirt
- SSC Red Jumper with school logo or SSC Navy Blue Polar Fleece with school logo or SSC Rugby Top with school logo
- Black or White Socks or Navy tights
- Approved Black Leather shoes
- Plain navy scarf
- Plain navy beanie

Boys Uniform-Summer
- Approved grey shorts or trousers
- White Long or Short Sleeved Polo Shirt (with or without school logo) to be worn with either slacks
- SSC Red Jumper with school logo or SSC Navy Blue Polar Fleece with school logo or SSC Rugby Top with school logo
- Approved Black Leather shoes

Boys Uniform-Winter
- Approved grey shorts or trousers
- White Long or Short Sleeved Polo Shirt (with or without school logo) to be worn with either slacks or skirt
- SSC Red Jumper with school logo or SSC Navy Blue Polar Fleece with school logo or SSC Rugby Top with school logo
- Approved Black Leather shoes
- Plain navy scarf
- Plain navy beanie
Shoes
Approved Black Leather shoes to be worn at all times

Girls
Boys

NOTE: Track shoes, Sport Shoes or Sneakers are not College Uniform even if black.

Terms 1 and 4 - Boys and Girls
Navy Broad-Brimmed Hat (Provided to all new students). Replacement hats are purchased from the school canteen.

Sports Uniform - Boys and Girls
SSC Red Sports and Physical Education Polo Shirt (available from Uniform Supplier), shorts, track pants and Sports Shoes.
Orders can be made before school or at recess.

<table>
<thead>
<tr>
<th>HOT FOOD</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hot Chicken Roll</td>
<td>$5.20</td>
</tr>
<tr>
<td>Spicy Chicken Wrap</td>
<td>$5.20</td>
</tr>
<tr>
<td>Croissant With Ham and Cheese</td>
<td>$4.20</td>
</tr>
<tr>
<td>Hamburger</td>
<td>$5.20</td>
</tr>
<tr>
<td>Chicken Schnitzel Burger</td>
<td>$5.20</td>
</tr>
<tr>
<td>Hot Dog</td>
<td>$4.20</td>
</tr>
<tr>
<td>Steamed Dim Sims</td>
<td>$1.20</td>
</tr>
<tr>
<td>Pie (Tomato Sauce 20 c extra)</td>
<td>$4.30</td>
</tr>
<tr>
<td>Pastie (Tomato Sauce 20 c extra)</td>
<td>$4.30</td>
</tr>
<tr>
<td>Pizza Pie</td>
<td>$4.50</td>
</tr>
<tr>
<td>Potato Pie</td>
<td>$4.50</td>
</tr>
<tr>
<td>Large Sausage Roll</td>
<td>$4.00</td>
</tr>
<tr>
<td>Pizza</td>
<td>$4.20</td>
</tr>
<tr>
<td>Spaghetti Bolognaise</td>
<td></td>
</tr>
<tr>
<td>Toasted Ham and Cheese</td>
<td></td>
</tr>
<tr>
<td>Sandwich</td>
<td>$4.20</td>
</tr>
<tr>
<td>Egg &amp; Bacon Muffin</td>
<td>$4.20</td>
</tr>
<tr>
<td>Nachos</td>
<td>$4.80</td>
</tr>
<tr>
<td>Fried Rice</td>
<td></td>
</tr>
<tr>
<td>Hash Browns</td>
<td>$1.20</td>
</tr>
<tr>
<td>Fantastic Noodles</td>
<td>$3.60</td>
</tr>
<tr>
<td>Foccacia</td>
<td>$5.20</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>COLD DRINKS</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Cans</td>
<td>$3.00</td>
</tr>
<tr>
<td>600ml Bottles</td>
<td>$4.20</td>
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<tr>
<td>Pop Top</td>
<td>$2.10</td>
</tr>
<tr>
<td>Water</td>
<td>$2.40</td>
</tr>
<tr>
<td>Gatorade</td>
<td>$4.50</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>MILKS</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nippys 375ml</td>
<td>$3.50</td>
</tr>
<tr>
<td>Nippys 500ml</td>
<td>$4.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOT DRINKS</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tea, Coffee &amp; Milo</td>
<td>$2.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SANDWICHES</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>White or Wholemeal</td>
<td></td>
</tr>
<tr>
<td>Chicken and Salad</td>
<td>$4.50</td>
</tr>
<tr>
<td>Chicken, Avocado and Mayo</td>
<td>$4.50</td>
</tr>
<tr>
<td>Chicken, Lettuce and Mayo</td>
<td>$4.30</td>
</tr>
<tr>
<td>Salad</td>
<td>$4.30</td>
</tr>
<tr>
<td>Cheese and Salad</td>
<td>$4.30</td>
</tr>
<tr>
<td>Ham and Salad</td>
<td>$4.30</td>
</tr>
<tr>
<td>Ham, Cheese and Tomato</td>
<td>$4.10</td>
</tr>
<tr>
<td>Ham and Cheese</td>
<td>$3.90</td>
</tr>
<tr>
<td>Ham and Pickles</td>
<td>$3.80</td>
</tr>
<tr>
<td>Cheese</td>
<td>$3.70</td>
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<tr>
<td>Cheese and Tomato</td>
<td>$3.90</td>
</tr>
<tr>
<td>Tuna and Lettuce</td>
<td>$4.30</td>
</tr>
<tr>
<td>Egg and Lettuce</td>
<td>$4.30</td>
</tr>
<tr>
<td>Vegemite and Cheese</td>
<td>$3.90</td>
</tr>
</tbody>
</table>

| Rolls – Extra 20c             |        |
| Any Combination Available    |        |

<table>
<thead>
<tr>
<th>CAKES AND SLICES</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boston Bun</td>
<td>$3.00</td>
</tr>
<tr>
<td>Slices</td>
<td></td>
</tr>
<tr>
<td>Lge $3.40</td>
<td></td>
</tr>
<tr>
<td>Sml $2.00</td>
<td></td>
</tr>
<tr>
<td>Fresh Yoghurt</td>
<td>$2.80</td>
</tr>
<tr>
<td>Jelly</td>
<td>$2.00</td>
</tr>
<tr>
<td>Chocolate Mousse</td>
<td>$3.40</td>
</tr>
<tr>
<td>Frozen Yoghurt</td>
<td>$2.80</td>
</tr>
<tr>
<td>Home Made Muffins</td>
<td>$1.60</td>
</tr>
<tr>
<td>Fruit Platter</td>
<td>$4.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FRESH FRUIT</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apples (red or green)</td>
<td>$1.30</td>
</tr>
<tr>
<td>Orange</td>
<td>$1.30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ICECREAMS</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Icy Pole</td>
<td>$1.30</td>
</tr>
<tr>
<td>Milo Scoop</td>
<td>$2.60</td>
</tr>
<tr>
<td>Frosty Fruit</td>
<td>$2.10</td>
</tr>
<tr>
<td>Cruncha</td>
<td>$1.10</td>
</tr>
<tr>
<td>Fandangle</td>
<td>$1.50</td>
</tr>
</tbody>
</table>
What If? Questions

1. You are absent from school?

Parents are asked to contact the school office by 9.30 am to inform the school of your child’s absence. Bring a note explaining your absence and hand it in to your Home Group teacher or the front office.

2. You need to leave school at any time?

Bring a note from your Parents/Guardians and have it signed by your Home Group Teacher. If they are unavailable have it signed by the house leader.
You MUST sign out of the school on the Kiosk on the front desk of the office. You should also ensure that you catch up on any work missed.
Please ask your teachers if you need their assistance.

3. You are sick at school?

Go to the front office and ask for first aid assistance. The office staff will assist you and if necessary contact your parents so they can collect you.